SPECIAL EDUCATION

**Delivery of iPads for School-Based IEP Support Teams**

As part of the DOE’s movement towards the use of digital assessments, IEP team school psychologists have begun their training and will be using iPads for certain types of evaluations. As additional assessments are added to the digital library, school psychologists will participate in training to use the assessments as part of the special education evaluation process.

To provide school psychologists with access to the iPads, each principal or their designee was sent, through NTT Data, two iPads (one for student use, one for clinician use) and cases for these iPads (one with a keyboard for the clinician and a regular cover for the student facing iPad). For buildings with more than one school, iPads sets were addressed separately to each school principal, so that each DBN will have their own set. You should receive the full shipment by **October 20**. If you do not receive delivery by this date, email your supervisor of school psychologists and copy officesupsofpsych@schools.nyc.gov; in the email, include your name, payroll school, and assigned cluster information. Please ensure your school psychologist is provided access to these iPads.

Note that these iPads hold confidential assessment access and should not be used for any other purpose except assessments conducted by school psychologists. When not in use, the iPads should always be kept in the school building and stored in a secure location such as a locked closet or cabinet. At the end of the school year, the iPads must be returned to the principal to be locked securely for safe keeping until the start of the new school year.

For questions, contact your supervisor of school psychologists.