December 16, 2014

TO: Chief School Administrators
    Charter School Lead Persons
    Directors of Special Education
    Administrators of a State Facility
    Administrators of an Approved Private School for Students with Disabilities
    Administrators of Programs for Students who are Deaf/Hard of Hearing

FROM: Peggy McDonald, Director
      Office of Special Education Programs

SUBJECT: Video Conference Workshops for Educational Interpreters

The New Jersey Department of Education, Office of Special Education Programs, is sponsoring two video conference workshops for educational interpreters. These video conferences will be presented by the Educational Interpreter Performance Assessment (EIPA) Diagnostic Center, Boys Town National Research Hospital. The EIPA Diagnostic Center designs professional development workshops to support the continued skill development of educational interpreters employed in kindergarten through grade twelve classroom settings.

The video conferences will be held at three locations, from 11:00 a.m. - 3:00 p.m., on the following Saturdays: February 7, 2015 and April 11, 2015. Participants may register for one or both workshops. The addresses and websites for directions to each site may be found in the attached brochure. Workshop descriptions and registration information are also included in the brochure.

Please be advised that there is no registration fee, but space at each location is limited. Participants are encouraged to register as soon as possible, or by the January 23, 2015 deadline. On-site registration will not be available. In the event that the number of registrations exceeds the capacity of the host sites, the registrations will be accepted on a first-come, first-serve basis. Please visit the New Jersey Department of Education Calendar of Events at http://education.state.nj.us/events to register.

If you have any questions about the conferences, please contact Fran Leibner in the Office of Special Education Programs, at (609) 984-4955.