# Superintendent’s Memo #252-20

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: September 25, 2020

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Final Virginia IEP Cohort

The Virginia Department of Education (VDOE), Department of Special Education and Student Services is seeking school divisions to be part of the final cohort of the Virginia IEP system. The Virginia IEP system is currently in use in 90 school divisions across the Commonwealth and built with VDOE’s guidance in mind. Divisions who choose to be part of this cohort will begin using the system in the 2021-2022 school year and will be encouraged to attend monthly meetings beginning January 2021. The VDOE covers the cost of the system which includes the following modules: Eligibility; IEP; Functional Behavior Assessment; Behavior Intervention Program; Manifestation Determination Review; and Advance Reporting.

Divisions who are interested in this final cohort should have their Special Education Director complete the [Virginia IEP Interest form](https://goo.gl/forms/GfjHNOc4w6y1XOOM2) by October 6, 2020. Those who sign up will receive an invitation to an overview of the Virginia IEP system this fall. If you have any questions, please contact Andrew Greenidge, at [Andrew.Greenidge@doe.virginia.gov](mailto:Andrew.Greenidge@doe.virginia.gov) or by telephone at   
(804) 786-6618.

JFL/JAP/ag