



# Granby Public Schools

## Pupil Services Department



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**Mary Jane Rickson**  
Superintendent  
of Schools

**Nicole Heroux**  
Director of  
Student Services

**Dr. Kate Czarniecki**  
ETL / Preschool  
Coordinator

**Caitlin Falcone**  
Administrative  
Assistant

September 16, 2025

Dear Families,

Welcome back! The 2025-2026 school year is underway and we are so happy to see our students again!

We have a few changes to the Student Services department this year. Lynn Cote, our administrative assistant for over 30 years, has retired and Caitlin Falone has transferred over from East Meadow. We are lucky to have Caitlin come over with her knowledge of so many of our families and students. Dr. Kate Czarniecki in the role of Educational Team Leader. Her office is at East Meadow but is often in the halls of our high school. Doctor Kate comes with a wealth of knowledge in Special Education.

This year, we will be using Frontline to send IEPs, consents, amendments and evaluations electronically. All IEPs, and amendments will also be sent via US Mail. You may also request a copy of paper documents; please inform your child's liaison if you prefer mail only for documents requiring a signature. For all electronic documents, you will receive an email from Caitlin Falcone via Frontline with instructions and an access code to access all documents.

If you have questions regarding the IEP Process, or your students, please reach out to any of us:

- Nicole Heroux: [nheroux@granbyschools.ma.net](mailto:nheroux@granbyschools.ma.net) Phone: 413-493-5100 x. 1027
- Dr. Kate Czarniecki: [kcarniecki24@granbyschoolsma.net](mailto:kcarniecki24@granbyschoolsma.net) Phone: 413-561-7604 x. 1312
- Caitlin Falcone: [cfalcone19@granbyschoolsma.net](mailto:cfalcone19@granbyschoolsma.net) Phone: 413-493-5100 x. 1024

Enclosed, please find the Parent's Notice of Procedural Safeguards. In accordance with Federal Special Education Law, IDEA 2004, school districts need to distribute these Safeguards once a year to parents/guardians of students receiving special education services. Please maintain these for your records throughout the school year.

This year we would like to work very closely with parents who would like to be members of our GPAC (Granby Special Education Advisory Council). We understand the process can be confusing and stressful at times. We always welcome any questions you may have regarding special education and related services. We will continue to work with our neighboring communities in order to be able to offer a variety of workshops to our families in addition we would love to have more local meetings.

Our first meeting of the GPAC will be held virtually with a presentation by Karen Mowry from Western Massachusetts Educational Advocacy Services. More information will be forthcoming. We look forward to working with her and hearing about your students Basic Rights.

I look forward to this new school year and working collaboratively with parents and staff as we strive to achieve a positive school experience for our students.

Warm regards,

Nicole Heroux  
Director of Student Services

**Enclosures: Procedural Safeguards**