



# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: January 21, 2026  
To: Local Educational Agency Leads, Administrators of Approved Private Schools for Students with Disabilities  
Route To: Directors of Special Education, Principals, General Education Teachers, Special Education Teachers, Child Study Team Members  
From: Kathy Ehling, Assistant Commissioner  
Division of Educational Services  
Deadline: February 15, 2026

## Call for Members for Advisory Panel to Update the Speech and Language Toolkit

The New Jersey Department of Education (NJDOE), Office of Special Education, is seeking individuals interested in serving on a Speech and Language Toolkit Advisory Panel. The goal of the panel is to guide the development of a comprehensive, web-based Speech and Language Toolkit supporting school-based speech-language evaluation and intervention services for students ages 3 to 21.

The Advisory Panel will be comprised of a diverse group of stakeholders (e.g., speech-language pathologists, educators, parents, multilingual learner specialists, disability advocates, researchers, professors, etc.) with experience and expertise in speech-language services. The toolkit will provide access to regulations, resources, and best practices, including but not limited to: models of service, Individualized Education Program (IEP) development and implementation, intervention strategies, and specialized practice areas (e.g., augmentative and alternative communication, assistive technology, literacy, feeding/swallowing). The toolkit is aimed at supporting quality programming for students receiving speech-language services.

Panelists will review and provide feedback on toolkit components and collaborate with diverse stakeholders across the state. The advisory group will attend four (4) full-day, in-person meetings at the Learning Resource Center-Central (Trenton, NJ), with interim collaboration via Microsoft Teams. Diverse representation will be considered based on regional demographics, years of service, expertise, and other related criteria.

### Key steps/actions

Interested parties are asked to submit a formal application to be considered by:

1. Filling out the [application form](#)
2. Emailing a resume (PDF) to [Kristen.Gavinelli@doe.nj.gov](mailto:Kristen.Gavinelli@doe.nj.gov) by the deadline.

Only those who submit both the application form and resume by the deadline will be considered for appointment to the panel. Formal appointments will be made by the Director of the Office of Special Education. Additional information about participation requirements and expectations, including meeting dates and times, will be shared following appointment.

### Contact Information

Additional questions should be directed to [OSEinfo@doe.nj.gov](mailto:OSEinfo@doe.nj.gov).

c: Members, State Board of Education  
NJDOE Staff  
Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
NJ LEE Group