


**Port Jervis City School District  
Pupil Personnel Services Office  
10 Route 209  
Port Jervis, NY 12771**

---

**MEMORANDUM**

---

DATE: July 5, 2016  
TO: Board of Education  
FROM: Meagan Sullivan   
RE: Section 504 Committee Members for the 2016-2017 school year.

---

Below are listed the proposed members of the Section 504 Committee for the 2016-2017 school year. I submit them for your approval. Thank you.

Section 504 Committee Members

- Chairperson: Building Principal or Assistant Principal or Director of PPS or Director of Curriculum and Data
- Guidance Counselor
- School Psychologist
- General Education Teacher(s)
- Parent of the referred student