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Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow

MEMORANDUM

TO: Reading School Committee

FROM: Carolyn Wilson, Director of Student Services

CC: John Doherty, Superintendent of Schools

DATE: February 26, 2018

RE: Updates on Special Education

- I. Office for Civil Rights Progress Report- February 7, 2018
 - a. Copies of all email correspondence with families were submitted to Attorney Fabiano. The documentation included correspondence with families who had not responded to the communications in the fall, as well as the scheduling with all families who have accepted services. This included documentation of a summary for 1 student who has already completed all compensatory services.
 - b. On February 7, 2018 the District heard back from Attorney Fabiano at OCR indicating that the final reporting requirements are:
 - i. Action Item 4, Reporting Requirement (a) – Within 15 calendar days after any decision to relocate the two Bridge Program Classes at the School and no later than June 30, 2018, the District will provide OCR documentation outlining the District's decisions and any supporting documentation for OCR's review and approval.
 1. The District has no intention of relocating the Bridge program classroom at Joshua Eaton for the 2018-2019 School Year.
 - ii. Action Item 1, Reporting Requirement (b) – By October 1, 2018, the District will provide documentation to OCR of the dates, times, and locations that the compensatory services were provided to each Bridge Program Student, including the name(s) and title(s) of the service provider(s).
 1. OCR has requested information on each individual student that has accepted services. All services are being provided by District staff members and a summary of the services will be provided to the parent and included in the student record. Copies of these summaries will be sent to OCR by October 1, 2018.

- iii. As of February 26, 2018 there are 3 complaints open with OCR. Two of the 3 complaints are related to one student. We are working with legal counsel to respond to these complaints. We have not received any communications from OCR.
- II. Mid-Cycle Review: Massachusetts Department of Education- February 9, 2018
 - a. Progress Reports are uploaded to the secure portal as part of the Department of Elementary and Secondary Education website.
 - b. Oversight and Monitoring: A review of selected student records was completed and data submitted to the DESE as part of the progress reporting for the Mid-cycle review.
 - c. Feedback was provided on February 22, 2018 and additional data points need to be submitted to DESE as outlined below:
 - i. SE 9: Timeline for determination of eligibility and provision of documentation to parents.
 - 1. By March 29, 2018 submit the results of a review of 10 student records with initial evaluation or re-evaluation subsequent to implementation of all corrective actions to ensure IEP and placement have been proposed within 45 school working days of receipt of written parental consent. Include the following: 1. the number of records reviewed with the dates for the district's receipt of signed consent, as well as IEP and placement proposal; 2. the number of records in compliance; 3. for any records not in compliance, determine the root cause; and 4. the specific corrective actions taken to remedy the non-compliance.
 - ii. SE 13: Progress Reports and Content
 - 1. By June 8, 2018 submit the results of the internal review of post-training records of graduates/exited students to ensure that summaries of academic achievement and functional performance are developed and provided to students & include the following: 1. the number of records reviewed; 2. the number of records in compliance; 3. for any records not in compliance, determine the root cause; and 4. the specific corrective actions taken to remedy the non-compliance.
 - iii. SE 18B: Determination of Placement; Provision of the IEP to Parents- Approved, no further reporting.
 - iv. SE 22: IEP Implementation and availability
 - 1. By March 29, 2018 submit the revised written district procedures to ensure that parents are immediately informed in writing of any delayed services and the communication of these procedural changes to school administrators and Team chairs. By March 29, 2018 submit a description of the internal oversight and tracking system ensuring that parents are immediately notified of a delay in IEP services, including reasons for delay, actions that the district is taking, and the alternative methods offered to meet the goals on the accepted IEP. Include the frequency of the internal review and the name/role of the reviewer.
 - v. SE 37: Procedures for approved and unapproved out of district placements
 - 1. By March 29, 2018 submit a copy of the monitoring activities for out-of-district students [REDACTED] and [REDACTED]. (2 specific students)

III. Staffing Update

- a. High School
 - i. Speech and Language position was filled in November and parents have been notified of options for compensatory services.
 - ii. .6 School Psychologist: Position continues to be open and the District is contracting with Neuropsych Associates and using School Psychologists from other buildings to complete the evaluations at the high school. This position does not provide counseling support to students, it is a position used for special education testing only.
- b. Parker Middle School
 - i. School Psychologist: 1 school psychologist resigned due to a need to relocate. The position has been filled by a school adjustment counselor. All testing is being completed by the remaining school psychologist and the counseling is being provided by the school adjustment counselor.
- c. District Wide:
 - i. Team Chair: Birch Meadow and RISE Preschool
 - 1. Thi Rome started the shared position of Birch Meadow and RISE preschool on January 2, 2018.
 - ii. BCBA: We have had a .5 BCBA position open since July 1 and have not been able to fill this position. We are contracting with SEEM and Creative Behavioral Solutions. It should be noted that BCBA services through SEEM are \$110/ hour.

IV. Grant Update

- a. Program Improvement Grant for professional development has been delayed and limited.
 - i. Grant submitted by February 28, 2018.
 - ii. Funding for professional development/program improvement.
 - 1. Continued work with Landmark Outreach with a focus on Joshua Eaton.
 - 2. Continued work with Allan Blume on IEP writing.
 - 3. Opportunities for professional development in specialized reading programs across all levels.
 - 4. Training on co-teaching: Working with the administrative team and targeted buildings.
 - 5. 2-day summer Professional Development on Math Interventions and supports using a current staff member.
 - iii. \$14,051 is the total award for the Reading Public Schools.

