



Massachusetts Department of Elementary and Secondary Education

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February 18, 2009

Maureen Lacroix, Superintendent
Bedford Public Schools
97 McMahan Road
Bedford, MA 01730

Re: Mid-cycle Report

Dear Superintendent Lacroix:

Enclosed is the Department of Elementary and Secondary Education's '09 Mid-cycle Report based on the Mid-cycle Review conducted in your district on February 10, 2009. In this Mid-cycle Review the Department monitored selected special education criteria to determine your district's compliance with special education laws and regulations. The review consisted of staff interviews, review of student records, examination of documentation, and/or classroom observation.

We are pleased to tell you that the Department has found your district to be in compliance with all of the criteria monitored in your district during the Mid-cycle Review. The findings of the Department are included in the enclosed report. You and your entire staff are to be congratulated for your success in implementing the requirements included in these criteria.

The Department will notify you of your district's next regularly scheduled Coordinated Program Review (CPR) several months before it is to occur. At this time we anticipate that this CPR will occur sometime during the 2012 school year unless the Department determines that there is some reason to schedule this visit earlier.

Your staff's cooperation throughout this Mid-cycle Review is appreciated. If you have questions about this letter or the enclosed report, please do not hesitate to contact Betsy Holcombe at 781-338-3717.

Sincerely,

Betsy Holcombe, Mid-cycle Review Chairperson
Program Quality Assurance Services

Darlene A. Lynch, Director
Program Quality Assurance Services

cc: Mitchell D. Chester, Ed.D., Commissioner of Elementary and Secondary Education
David W. Keeler, Supervisor, Program Quality Assurance Services
Noreen O'Gara, School Committee Chairperson
Mary Koert, Director of Special Education

Encls: Mid-cycle Report

**MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
MID-CYCLE REPORT**

Bedford Public Schools

Dates of the Mid-cycle Review Onsite: February 10, 2009

Date of this Report: February 18, 2009

**Core Special Education Criteria Cited in CPR Report and Monitored in this Mid-cycle Review
(These criteria are marked with a triple asterisk (***) in the Mid-cycle Review Information Package and in the School District Information Package for Special Education.)**

*Current special education criteria available by scrolling down to the special education instrument at
<http://www.doe.mass.edu/pqa/review/cpr/default.html>*

Criterion	Criterion Implemented ✓	Criterion Partially Implemented (PI) or Not Implemented (NI)	Method(s) of Investigation	Basis of Determination about Criterion	<i>If Partially Implemented or Not Implemented:</i> (a) Required Corrective Action and Timelines for Implementation	(b) Progress Report Due Date(s) and Required Elements
***SE 15 Outreach by the School District (Child Find)	✓		Documentation Interview	The district is providing outreach for all ages through newspaper ads and direct mail to providers and doctors.		
***SE 20 Least restrictive program selected	✓		Documentation Interview Student Records	Teams have received training and are documenting question #3 on the N1 form to reflect discussions about least restrictive environment for each student.		

Criterion	Criterion Implemented ✓	Criterion Partially Implemented (PI) or Not Implemented (NI)	Method(s) of Investigation	Basis of Determination about Criterion	<i>If Partially Implemented or Not Implemented:</i> (a) Required Corrective Action and Timelines for Implementation	(b) Progress Report Due Date(s) and Required Elements
***SE 22 IEP implementation and availability	✓		Documentation Interview	The district is aware of the Federal requirement to have IEPs in effect at the beginning of the school year and documents efforts for acquiring parent signatures.		
***SE 24 Notice to parent regarding proposal or refusal to initiate or change the identification, evaluation, or educational placement of the child or the provision of FAPE	✓		Documentation Interview Student Records	Forms to track documents are being utilized and all six questions on the N1 forms are being consistently addressed.		
***SE 25 Parental consent	✓		Documentation Interview Student Records	The Team Chairs have been trained and the IEP N1 notices are electronically tracked to ensure they are sent in a timely manner.		
***SE 37 Procedures for approved and unapproved out-of-district placements	✓		Documentation Interview Student Records	The out-of-district coordinator monitors all placements and documents the visits held at least twice a year.		

Criterion	Criterion Implemented ✓	Criterion Partially Implemented (PI) or Not Implemented (NI)	Method(s) of Investigation	Basis of Determination about Criterion	<i>If Partially Implemented or Not Implemented:</i> (a) Required Corrective Action and Timelines for Implementation	(b) Progress Report Due Date(s) and Required Elements
<p>***SE 46 Procedures for suspension of students with disabilities when suspensions exceed 10 consecutive school days</p>	✓		Documentation Interview Student Records	The district has provided training on the appropriate use of an Interim Alternative Education Setting and the policies are consistently implemented.		
<p>***SE 52A Registration of educational interpreters</p>	✓		Documentation	The district currently has no students who are deaf or hard of hearing and require an educational interpreter, but there is a policy statement for registered interpreters if needed.		