



The Commonwealth of Massachusetts Department of Education

350 Main Street, Malden, Massachusetts 02148-5023

Telephone: (781) 338-3700
TTY: N.E.T. Relay 1-800-439-2370

August 11, 2006

Nancy Lincoln, Director
Walker Home and School
Beacon High School Program
74 Green Street
Brookline, MA 02445

Re: Onsite Follow-up Monitoring Report: Program Review Corrective Action Plan
Verification and Mid-cycle Review

Dear Ms. Lincoln:

Enclosed is the Department's Program Review Follow-up Monitoring Report together with findings regarding your private school's Mid-Cycle Program Review. This report contains the Department's findings based on the onsite activities conducted in your school to verify the implementation status and effectiveness of corrective steps taken in response to your Program Review Report issued on **April 7, 2004**. This report also includes a report on the status of implementation for new state or federal special education requirements enacted since your school's last Program Review.

While the Department of Education found certain noncompliance issues to be resolved, others were partially corrected, not addressed at all and/or the Department's onsite team identified new issues. Therefore, the Department is issuing a "Provisional Approval" status effective from the date of this letter and indicated on your approval certificate. Your "Provisional Approval" will expire on **February 7, 2007**. The reasons for the "Provisional Approval" are clearly indicated on the attached Corrective Action Plan Implementation Checklist. In areas where the private school has failed to implement fully its approved Corrective Action Plan, the Department views these findings to be serious.

As the Department previously informed you, in cases where a private school fails to fully and effectively implement a Corrective Action Plan which was proposed by your school and approved by the Department, the Department must then prepare a Corrective Action Plan for the

school which must be implemented without further delay. You will find these requirements for corrective action and further progress reporting included in the attached report together with any steps that must be taken by the school to fully implement new special education requirements. Please provide the Department with your written assurance that the Department's requirements for corrective action will be implemented by your private school within the timelines specified. Your statement of assurance must be submitted to the Department's Onsite Chairperson by **August 25, 2006**. The private school must demonstrate the specific steps to be taken to come into substantial compliance with all identified areas requiring corrective action by **February 7, 2007**. Pending the outcome of review of these steps, the Department will determine whether or not sanctions in the form of "Probationary Approval" status and/or a closing of the private school's intake are necessary at that time.

Your staff's cooperation throughout these follow-up monitoring activities is appreciated. Should you require additional clarification of information included in our report, please do not hesitate to contact the Kevin Bobetich at 781-338-3746.

Sincerely,

Kevin J. Bobetich, Program Review Follow-up Chairperson
Program Quality Assurance Services

Darlene Lynch, Director
Program Quality Assurance Services

c: David P. Driscoll, Commissioner of Education
Nina M. Marchese, Supervisor
Richard Small, Executive Director

Encl.: Follow-up Monitoring Report
Provisional Private School Approval Certificate, Expiration Date: **February 7, 2007**

**MASSACHUSETTS DEPARTMENT OF EDUCATION
PRIVATE SCHOOL MID-CYCLE PROGRAM REVIEW**

Beacon High School

**ONSITE VERIFICATION OF CORRECTIVE ACTION PLAN IMPLEMENTATION
AND/OR IDENTIFICATION OF ADDITIONAL FINDINGS REQUIRING CORRECTIVE ACTION**

**Action Plan Submitted on July 23, 2004
Progress Reports Submitted on December 3, 2004 and January 24, 2005
Onsite Visit Conducted on February 22 and 24, 2006
Date of this Report August 11, 2006**

<p style="text-align: center;">Criterion Number and Topic</p>	<p style="text-align: center;">Implementation Status of Requirements or Corrective Action Plan Determined to be <u>Substantially Implemented</u></p>	<p style="text-align: center;">Method(s) of Verification</p>	<p style="text-align: center;">Comments Regarding Corrective Action Plan Implementation</p>	<p style="text-align: center;">Corrective Action Plan Determined to be <u>Not Fully Implemented</u> or <u>Additional Issues Identified</u></p>	<p style="text-align: center;">Findings Regarding Incomplete Implementation of Approved Corrective Action Plan or Identification of Additional Issues of Noncompliance</p>	<p style="text-align: center;">Further Corrective Action Ordered by the Department of Education and Timelines for Implementation and Further Progress Reporting</p>
<p style="text-align: center;">2.2 Approvals, Licenses, Certificates of Inspection 28.09 (2)(b)4- 5 28.09(5) 28.09(6) 18.04(1) 102 CMR</p>	<p style="text-align: center;">√ √</p>	<p style="text-align: center;">Documentation</p>	<p>Documentation review revealed that Beacon High School has current copies of the building occupancy certificate, health and safety inspections, approval by the local school committee (per M.G.L. c. 76, s. 1), asbestos inspection, and PCB inspection.</p>	<p style="text-align: center;">√</p>		

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<p>3.06 (4)(b)</p>	<p>√</p>			<p>√</p>		
<p>2.3 DEEC Licensure (Not Applicable to Day Schools)</p>	<p>Not Applicable</p>		<p>Beacon High School is a day program and does not need licensure from the Department of Early Education and Care.</p>			
<p>3.1 Policies and Procedures Manual 28.09(11)(b)</p>		<p>Documentation Interviews</p>	<p>Interviews and a review of documentation revealed that Beacon High School recently revised its policies and procedures manual. Interviews with staff revealed that Beacon High School provides written notice to parents of enrolled students that copies of policies and procedures are available upon request on a yearly basis as required.</p>	<p>√</p>	<p>Documentation review revealed that Beacon High School's policies and procedures manual does not include all required policies and procedures. See 4.4, 5.2, 6.2, 6.5, 8.1, 8.2, 8.3, 8.4, 9.4, 9.5, 9.6, 9.7, 16.4, 16.6, 16.7, and 17.1.</p>	<p>Beacon High School's policy and procedure manual must be updated to include all required new policies and procedures as outlined in this report by <u>September 15, 2006.</u></p> <p>The Department will conduct an on-site visit in the fall to view the new policies and procedures manual.</p>

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3.2 Health Care Manual 18.05 (9)(d)	√ √	Documentation Interviews	Documentation review and interviews revealed that Beacon High School has updated their health care manual to include the requirements for health and medical services available to students. Beacon High School has hired a full-time Registered Nurse who is responsible for the implementation of all policies and procedures regarding the medical care of students, and ensuring that proper medication consent forms and required health forms are current and in the student's record.	√		
3.3 Special Education Regulations and Reference Materials 603 CMR 28.00		Documentation		√	Documentation review revealed that Beacon High School does not have the state regulations and specified excerpts from current federal special education regulations and reference materials available on-site and available for reference.	Beacon High School must assemble and maintain a single, clearly labeled binder that includes state regulations and specified excerpts from current federal special education regulations and reference materials. The Department

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Federal: 34 CFR 300.300-.577 and Appendix A						will view these on-site during the fall application update.

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4.2 Public Information and Postings 28.09(6)(a,b,c,d,e) 28.09(2)(b)(4)	√ √	Observations	<p>The Department verified the following postings are now at Beacon High School:</p> <ol style="list-style-type: none"> 1) First aid, medical and emergency procedures, location of nearest telephones within each building, and emergency telephone numbers (must be posted in each building). 2) Evacuation routes and procedures (must be posted in each room). 3) Evidence of authority to operate the private school including documents that identify ownership and, as applicable, partnership agreements, the names of officers and board members, charters, articles of organization and by-laws. 	√		
4.4	√	Documentation	Documentation review			

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Advanced Notice of Program/ Facility Change 28.09(5)(c)	√	Interviews Observations	revealed that Beacon High School now has a policy to provide written notification of substantial changes to the Department. Beacon High School has recently notified the Department of changes through a Form 1.	√		
4.5 Immediate Notification 18.03(10) 18.05(7) 28.09(12)	√	Documentation Interviews	Documentation review and staff interviews revealed that Beacon High School now consistently notifies the parent, the public school district special education administrator, and any State Agency involved in the student care or placement (by telephone and letter), and the Department of Education (by telephone and Form 2) of all serious incidents.			

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5.1 Student Admissions 28.09(11) 18.05(1) and (2)	√ √	Documentation Interviews Student record review	Documentation review and interviews revealed that Beacon High School now provides copies of the school’s policies and procedures to the student (if appropriate), parents and the placing public school district prior to the student’s admission. The school obtains documentation from a licensed physician of a complete physical examination of the student not more than twelve (12) months prior to admission. The school now obtains all consent forms at the time of admission.	√		
5.2 Policies and Procedures for Coordination/ Collaboration with Public School Districts		Documentation Interviews	Documentation review and interviews revealed that Beacon High School works collaboratively with the placing school district to ensure that students have opportunities to return to a less restrictive program. For example, some	√	A review of student records revealed that transition planning does not typically occur at the age of fifteen, nor was there evidence that post graduation plans are discussed and implemented in a timely manner as required by the state and federal regulations.	Beacon High School must revise its policy and procedure for Coordination and Collaboration with Public School Districts to include when transition planning will occur and how post graduation plans are discussed and

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<p>28.06(2-3) 28.0999)(c)& (d) 28.09(2)(b)7 Federal Regulations 300.349 and 300.400-.401</p>	<p>√</p>		<p>students take courses at local colleges. The school has written policies and procedures for coordinating and collaborating with school districts that cover all required topics. Beacon High School's Milieu Manager is responsible for coverage for teachers when teachers need to attend IEP meetings.</p>	<p>√</p>		<p>implemented. The revised policy must be submitted to the Department by <u>September 15, 2006.</u></p> <p>Once approved by the Department, the school must retrain all educational staff on the updated policies and procedures and submit an agenda and sign-in sheet for the training to the Department by <u>October 15, 2006.</u></p>
<p>6.1 Daily Instructional Hours 603 C.M.R. 27.00</p>		<p>Documentation Observations</p>	<p>Documentation review revealed that Beacon High School now has a school calendar with the required number of instructional hours.</p>	<p>√</p>	<p>Observations at Beacon High School revealed some students leave before the end of the scheduled school day and therefore not all students are receiving the daily instructional hours as specified on the school calendar and required by the state regulations.</p>	<p>Beacon High School students must receive the instructional hours as outlined in their IEPs and on the school calendar and required by the student learning time regulations. Beacon High School must submit block schedules for all classes for the 2006-2007 school year with the required instructional hours, which includes the teacher names and student initials. The Department</p>

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						will review student schedules during the fall application update.
6.1(a) Physical Education Requirements MGL Chapter 71, Section 3		Documentation Interviews	Documentation review revealed that Beacon High School now has a curriculum for physical education and health.	√	Documentation review revealed that Beacon High School does not provide physical education and health to all students as required by the state graduation requirements.	Beacon High School must develop a written plan that ensures that all students are provided with physical education and health as required by the state graduation requirements and submit that plan to the Department by <u>September 15, 2006.</u>
6.2 School-to-work (Instructional hours) 603 CMR 27.02, 27.04		Documentation Interviews	Documentation review revealed that Beacon High School now has a written description of the independent study/school to work program.	√	Documentation review revealed that Beacon High School's written policy for school to work does not include the specific requirements for a student to work during school hours and how hours worked are verified by the school.	Beacon High School must revise its written policy for school to work to include the specific requirements for a student to work during school hours and how hours worked are verified by the school and submit it to the Department by <u>September 15, 2006.</u>
6.3 Kindergarten (Instructional hours)	Not Applicable		Beacon High School does not have a Kindergarten program that follows a separate school calendar.			

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603 CMR 27.03(5)	√			√		
6.4 School Days per Year 28.09(9)	√	Documentation Interviews	Documentation review revealed that Beacon High School operates for 198 days (11 month program). The school now has 5 extra days on their school calendar for unexpected school emergencies or closures.			
6.5 Early Release of High School Seniors 603 CMR 27.05	√	Documentation Interviews	Documentation review revealed that Beacon High School now has an early release policy for seniors to leave school three days before the end of the school year.			
7.1 Curriculum Frameworks 28.09(9)(b)		Documentation Interviews	Documentation review revealed that Beacon High School now has written descriptions of most of the courses offered to students.	√	Documentation review revealed that Beacon High School's course descriptions do not clearly show how all students are offered all of the content areas specified in the Massachusetts Curriculum Frameworks and a description of how the courses offered prepare students to reach the	Beacon High School must submit a written plan for the development of a complete curriculum or a description of how the coursework offered prepares students to reach the state graduation standards along with the name of the person

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	√			√	<p>state graduation standards.</p> <p>Interviews revealed that Beacon High School’s Learning Disabilities Specialist does not provide consultative services to subject area teachers and modify the curriculum as specified and required by the school’s extraordinary relief request.</p>	<p>responsible for the implementation by <u>September 15, 2006.</u></p> <p>The school must submit bi-monthly progress reports to the Department until the completion of the curriculum, beginning on <u>October 15, 2006.</u></p> <p>The school must submit a plan to the Department, which ensures that the Learning Disabilities Specialist consults with subject area teachers and modifies the curriculum by <u>September 15, 2006.</u></p>
7.3 State/District Wide Assessments 28.09(9)(d)	√	Documentation , Student Records	Documentation review revealed that Beacon High School now has a narrative describing the specific steps the school has taken to ensure that students participate in state and/or district wide assessments.			

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8.1 Implementation-Educational Services 28.04 and 28.09(8) 34 CFR 300.26	√	Documentation , Interviews, Observations	Observations and interviews revealed that Beacon High School has upgraded the technology available for student use. The school purchased ten (10) computers for student use, which, are in a fully functional computer lab. The computers are used regularly for school projects.	√	Documentation review revealed that Beacon High School has not developed a narrative that clearly describes how educational services are implemented for the school population.	Beacon High School must develop a narrative that clearly describes how educational services are implemented in all areas by <u>September 15, 2006.</u>
8.2 Implementation Related Services 28.04 and 28.09(8) 34 CFR 300.24		Documentation , Interviews	Documentation review and interviews revealed that Beacon High School now has a full time Clinical Director to coordinate caseloads, and provide clinical services to students.	√	Documentation review revealed that Beacon High School has not developed a narrative that clearly describes how related services are implemented for the school population.	Beacon High School must develop a narrative that clearly describes how related services are implemented in all areas and submit it to the Department by <u>September 15, 2006.</u>
8.3 Implementation Supplementary Aids/Services		Documentation		√	Documentation review revealed that Beacon High School has not developed procedures detailing how supplementary aids/services will be provided.	Beacon High School must develop procedures detailing how supplementary aids/services are implemented in all areas and submit it to the

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34 CFR 300.28	√			√		Department by <u>September 15, 2006.</u>
8.4 Program Modifications and Support Services for Limited English Proficient Students Title VI: 42 U.S	√	Documentation	Documentation review revealed that Beacon High School now has policies and procedures for coordinating with public school districts to ensure program modifications and support services are available for Limited English Proficient Students.			
8.5 Current IEP & Student Roster 28.09		Documentation		√	A review of student records at Beacon High School revealed that not all IEPs were issued by the responsible public school district and/or consented to by the parent(s).	Beacon High School must document its efforts to communicate with the responsible school district to obtain a parent signature on the current IEP and student roster and submit an updated roster to the Department by <u>October 15, 2006.</u>
8.8 IEP-Progress Reports		Documentation Student record review	A review of student records revealed that Beacon High School has	√	A review of student records revealed that the progress reports did not include	The school must develop a policy on IEP progress reports to meet state and

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28.07(3) 20 U.S.C. Chapter 33, Section 1414(d)(1)(A) (viii) IDEA Regulations: 300.347	√		complete quarterly progress reports for each student, and includes the date completed on each report.	√	information on the extent to which such progress is sufficient to enable the child to achieve the goals by the end of the year. Documentation of persons or agencies receiving such reports was not found. The school did not submit a policy and procedure for IEP progress reports.	federal laws and procedures by <u>September 15, 2006.</u> The school must retrain all educational staff on the updated policy and procedure to ensure that the progress reports document the extent to which such progress is sufficient to enable the child to achieve the goals by the end of the year and submit an agenda and sign-in sheet to the Department by <u>October 15, 2006.</u>
8.9 IEP- Less Restrictive Placement 28.09(9)(c)	√	Documentation	Documentation review revealed that Beacon High School now has a plan to ensure that there are flexible procedures for students to return to a less restrictive educational program.			
9.1 Policies and Procedures	√	Documentation Interviews	Documentation review revealed that Beacon High School's policies and			

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18.05(5)	√		procedures for discipline and behavior management now meet all federal and state special education requirements pertaining to the use of restraints.	√		
9.3 Runaway Students 18.03(10)	√	Documentation	Documentation review revealed that Beacon High School now has an updated policy for runaway students.			
9.4 Restraints 18.05 (5)(h) 603 CMR 46.00 102 CMR 3.00		Documentation Interviews		√	Documentation review revealed that Beacon High School has multiple policies for restraints. The School's policy on restraints states that students are expelled if they are restrained. This is not consistent with the termination procedures. Additionally, the policy does not meet state and federal laws and regulations in accordance with the requirements of 603 CMR 46.00. The school's policy does not include the notification for injury and restraints over 20 minutes to the Department.	Beacon High School must submit one policy for restraints to the Department that meets state and federal laws and regulations in accordance with the requirements of 603 CMR 46.00. Additionally, the school's policy for restraints must include the notification for injury and restraints over 20 minutes to the Department. The policy must be sent to the Department for review by <u>September 15, 2006.</u>

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	√			√		The school must retrain all educational staff on the updated policy and procedure and submit an agenda and sign-in sheet to the Department by <u>October 15, 2006.</u>
9.5 3-5 Day Suspensions 18.05(6)	√	Documentation	Documentation review revealed that Beacon High School now has a policy and procedure for 3-5 day suspensions includes the following statements: 1) Whenever a student is suspended, the school shall immediately notify the parents and the public school or human service agency responsible for the placement. Within 24 hours, the school shall send a written statement explaining the reasons for suspension to the parents and public school district. 2) Procedures must be in place to record and track			

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	√		the number and duration of suspensions, including suspensions from any part of the student’s IEP program (including transportation).	√		
9.6 10+ Day Suspensions Joint responsibilities of the private School and the Sending School District 34 CFR 300.519-529	√	Documentation	Documentation review revealed that Beacon High School has now developed a complete policy and procedure for 10+ day suspensions that meets federal regulations.			
9.7 Terminations 18.05(7) 28.09(12)(b)	√	Documentation	Documentation review revealed that Beacon High School has now developed a complete policy and procedure for terminations			

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	√		that meets state and federal regulations.	√		
10.1 Student: Teacher Ratios 28.06(6)(d)&(g) 28.09(7)(e)	√	Documentation Interviews Observations	Documentation review, interviews, and observations revealed that Beacon High School now maintains a student: teacher ratio of at least 8 students to 1 certified teacher without an aide.			
10.4 Student: Child Care Ratios 28.09(7) 18.01(2)	Not Applicable		Beacon High School is not a residential program and therefore does not have childcare workers.			
11.1 Personnel Policies 28.09(7) 28.09(11)(a) 18.05(11)	√	Documentation	Documentation review revealed that Beacon High School has now developed a comprehensive set of personnel policies and procedures.			
11.3 Educational Administrator Qualifications	√	Documentation Interviews	Documentation review and interviews revealed that Beacon High School now has an educational administrator to supervise			

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28.09(7)(a) 603 CMR 44.00 and 44.04			the provision of special education services in the school.			
11.4 Teachers Special Education Teachers and Regular Education Teachers 28.09(7)(b)(c) 18.05(11)(f)		Documentation		√	Documentation review and interviews revealed that Beacon High School does not have all teachers properly licensed in the area they are teaching or on an approved Department of Education waiver.	Beacon High School must ensure that all teaching staff are appropriately licensed or on an approved Department of Education waiver by submitting an updated teacher roster that specifies the requirements as listed in this criterion by <u>September 15, 2006.</u>
11.4(a) Professional Development Plans 28.09(7)(b)(c) 18.05(11)(f)	√	Documentation Personnel Records	Documentation review revealed that Beacon High School requires teachers with professional licenses to complete a professional development plan.			
11.5 Related Services Staff	√	Documentation	Documentation review revealed that Beacon High School's related services			

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28.09(7)(d)	√		staff are appropriately certified, registered, or licensed by their respective boards or professional associations.	√		
11.6 Master Staff Roster 28.09(7)		Documentation Interviews, Observations	Beacon High School has submitted a current Master Staff Roster.	√	Documentation review and interviews revealed that Beacon High School has had some difficulty hiring all staff according to the school's application for extraordinary relief.	Beacon High School must update the Department bi-monthly beginning <u>September 15, 2006</u> with information that includes any vacant positions on the Master Staff Roster.
11.7 Job Descriptions 18.05(11)(d)	√	Documentation	Documentation review revealed that Beacon High School has written job descriptions for all staff positions.			
11.8 Salary Ranges 18.05(11)(e)	√	Documentation	Documentation review revealed that Beacon High School has salary ranges for all staff positions that are implemented in a non-discriminatory manner.			
11.9 Organizationa		Documentation		√	Documentation review and interviews revealed that Beacon High School's organizational	Beacon High School must submit a complete organizational chart

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1 Structure 28.09(7) 28.07(c)	√			√	chart does not include staff vacancies.	including staff vacancies to the Department by <u>September 15, 2006.</u>
11.11 Supervision of Students 28.09(7)	√	Documentation	Documentation review revealed that Beacon High School has a detailed plan for the supervision of students while they are engaged in any school related activity on and off school grounds.			
11.12 Accessibility of Extracurricular Activities Title VI: 42 U.S.C. 200d; 34 CFR 100.3(a), (b); Title IX: 20 U.S.C. 1681; 34 CFR 106.31, 106.41; Section 504:	√	Documentation Interviews Observations	Documentation review and interviews revealed that Beacon High School's extracurricular activities are implemented in a non-discriminatory manner.			

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29 U.S.C. 794; 34 C.F.R. 104.4, 104.37(a), (c); Title II: 42 U.S.C. 12132; 28 CFR 35.130; NCLB: Title X, Part C, Sec. 721; Mass. Const. amend. art 114; M.G.L. c. 76, s. 5;						

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114 :M.G.L	√			√		
12.1 Staff Orientation Training 18.05(11)(g)		Documentation , Interviews		√	See 12.2. Interviews revealed that not all staff receive all of the required trainings during orientation.	See 12.2 Beacon High School must submit a staff orientation schedule to the Department that includes all the required trainings by <u>September 15, 2006.</u>
12.2 Annual In-Service Training Plan and Calendar 28.09(7)(f) 18.05(11)(h)		Documentation Interviews Observations	Documentation review revealed that Beacon High School provides at least two (2) hours per month of relevant training for all staff including non-professional staff. The school’s annual in-service plan now includes training on the school’s policies and procedures, behavior management policies and procedures, first aid and CPR, the administration of medication, and reporting abuse and neglect.	√	Documentation review revealed that not all staff at Beacon High School receive annual training on runaways, transportation safety, and civil rights.	Beacon High School must train all staff on the policies and procedures for runaways, transportation safety, and civil rights by <u>September 15, 2006.</u> The school must retrain all educational staff on the updated policy and procedure and submit an agenda and sign-in sheet to the Department by <u>October 15, 2006.</u>
12.2 (a)		Documentation	Documentation review	√	See 9.4.	See 9.4.

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Behavior Management and Restraint Training 28.09(11) 18.05(5)	√	Interviews	revealed that Beacon High School has policies and procedures for dealing with disruptive and violent behavior.	√	The school's administrative assistant is currently assigned to train staff on restraints, and to develop detailed policies and procedures, which is different from what was originally requested through the school's extraordinary relief application. A Milieu Counselor was assigned and approved through Extraordinary Relief to provide behavior management and restraint training.	Beacon High School must ensure that the Milieu Counselor will be responsible for developing a consistent set of behavior management policies (i.e.-runaway policy), providing formal behavior management training, providing support to students, serve as the leader among the staff regarding the implementation of behavior management policies and procedures including, but not limited to physical restraint as previously approved by the Department. Beacon High School must send a Form 1 to the Department, which documents any changes to the school's request for extraordinary relief by September 15, 2006.
12.2 (b) Child Abuse Reporting	√	Documentation	Documentation review revealed that Beacon High School has developed policies and procedures for			

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18.05(9)(j)	√		reporting suspected child/student abuse or neglect.	√		
12.2 (c) Details Emergency First Aid Training and CPR Certification 18.05(9)(e)	√	Documentation	Documentation review revealed that Beacon High School has developed policies and procedures for annual basic/emergency first aid training for all direct care staff.			
12.2 (d) Medication Training 18.05(9)(f)(3)(c)		Documentation	Documentation review revealed that Beacon High School has a medication policy in the policies and procedures manual.	√	See 16.5.	See 16.5.
12.2 (i) Staff Evaluations 18.05(11)(c)1.	√	Documentation	Documentation review revealed that Beacon High School conducts staff evaluations annually as required by their policy.			
13.1 Educational Facilities and Materials 29.09(8)		Documentation Interviews Observations	Observations revealed that Beacon High School has updated their technology available for students, which includes additional	√	Documentation review and interviews revealed that Beacon High School is in the process of seeking approval from the Operational Services Division	Beacon High must send a bi-monthly progress report on the status of remedying the issues of non-compliance to include

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	√		computer access and internet access.	√	to relocate to a new site in Watertown. The school received approval from Department to renovate the current site through Extraordinary Relief because of non-compliance with 603 CMR 18.04 (6)(a) which addresses classroom size and 603 CMR 18.04 (7)(b) which addresses outdoor space requirements and safety issues.	appropriate indoor classroom space, physical education space, library space, and outdoor space beginning <u>September 15, 2006.</u>
13.3 Comparability of Facilities Title VI: 42 U.S.C. 2000d; 34 CFR 100.3(b)(2); Title IX: 20 U.S.C. 1681; 34 CFR 106.33,106.40 (b)(3); Section 504: 29 U.S.C. 794;	√	Observations	Observations revealed that Beacon High School does not provide separate facilities for any specific group.			

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34 CFR 104.34(c); Mass. Const. amend. art. 114; 603 CMR 28.03(1)(b)						

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13.6 Classroom Space 18.04(6)(a)	√	Observations		√ √	See 13.1. Observations revealed that Beacon High School’s classrooms are small in size and the majority of classrooms do not allow the appropriate number of students to participate in educational activities due to the limited space for students.	See 13.1.

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13.7 Library/ Resource Room 18.04(6)(b)	√	Observations		√	See 13.1. Observations revealed that the library available for student use is small and contains outdated and limited materials. Although there are numerous resources available for students throughout Beacon High School, they are located in individual classrooms, which limits access for all students enrolled.	See 13.1.

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13.8 Outdoor Space 18.04(7)(b)		Observations		√	Observations revealed that Beacon High School does not have an outdoor play area of at least seventy-five square feet per student using it at any one time.	See 13.1.

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15.1 Parental Involvement and Parents' Advisory Group 18.05(4)(a)	√ √	Documentation Interviews	Documentation review revealed that Beacon High School has a Parents' Advisory Group that advises Beacon High School on the education, health and safety of the students in the program. In addition, Beacon High School has a designated staff person to support the Parents' Advisory Group.	√		
15.3 Information to be translated	√	Documentation Interviews	Documentation review revealed that Beacon High School has a policy and procedure that ensures that			

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into Languages other than English Title VI; EEOA: 20 U.S.C. 1703(f); M.G.L. c. 76, s. 5; 603 CMR 26.02(2)	√		general announcements and notices of extracurricular activities and other opportunities are distributed in the primary language of the home.	√		
15.4 Parent Consent 28.07(1)(b)		Documentation		√	Documentation review revealed that all consents are signed upon admission, but they are not updated annually as required.	Beacon High School must develop a policy and procedure that ensures that all consents are updated annually and submit it to the Department by <u>September 15, 2006.</u> The school must retrain all administrative staff on the new policy and procedure and submit an agenda and sign-in sheet to the Department by <u>October 15, 2006.</u>
15.7	√	Documentation	Documentation review			

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Consent at Age of Majority 28.07(5)	√		revealed that Beacon High School has developed and implements a procedure regarding consent at the age of majority.			
15.8 Registering Complaints 18.05(1)(b)16 Title IX: 20 U.S.C. 1681; 34 CFR 106.8; Section 504: 29 U.S.C. 794; 34 CFR 104.7; Title II: 42 U.S.C. 12132; 28 CFR 35.107; NCLB: Title X, Part C, Sec. 722(g)(1)(J)(ii)	√	Documentation Interviews	Documentation review and interviews revealed that Beacon High School has developed and makes available to parents and students a set of written procedures used to register complaints and grievances.			
16.3	√	Documentation Interviews	Interviews revealed that Beacon High School has			

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Nursing 18.05(9)(b)	√		hired a Registered Nurse that meets the needs of the students enrolled. The Registered Nurse oversees the health of students during the school day, manages issues related to student medication, schedules vision and hearing screenings, and provides mandated healthcare trainings.	√		
16.4 Emergency First Aid 18.05(9)(e)	√	Documentation	Documentation review revealed that Beacon High School has now developed a written policy and procedure that includes: <ol style="list-style-type: none"> 1. Written procedures for providing first aid are kept with the first aid supplies. 2. The posting of telephone numbers for the fire department, police station, poison prevention center, hospital emergency 			

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			<p>room and ambulance service serving the school in both living quarters and educational facilities.</p> <p>3. The procedures to be followed in the case of illness or emergency if the parents cannot be reached.</p>			

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16.5 Administration of Medication 18.05(9)(f)	√	Documentation Interviews	Documentation review and interviews revealed that Beacon High School has a policy on the administration of medication. The medications are dispensed by the Registered Nurse and secured in a locked area.	√	Documentation review revealed that Beacon High School's policy for administration of medication does not include specifics regarding students who self-medicate, including how the medication is stored, where the medication is stored and the supervision of students taking such medication.	Beacon High School must update their policy on administration of medication to include specifics regarding students who self-medicate, including how the medication is stored, where the medication is stored and the supervision of students taking such medication by <u>September 15, 2006.</u> The school must retrain all staff on the new policy and procedure and submit an agenda and sign-in sheet to the Department by <u>October 15, 2006.</u>
16.6 Administration of Antipsychotic Medication 18.05(9)(f)(9)	√	Documentation	Documentation review revealed that Beacon High School now has a complete policy and procedure for the administration of antipsychotic medication that meets the Department requirements.			
16.7 Preventive	√	Documentation Interviews	Documentation review revealed that Beacon High			

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Health Care 18.05(9)(f)(9)(h)	√		School now has a complete policy and procedure for preventive health care that meets the Department requirements.	√		
16.9 Students with Comfort Care/Do Not Resuscitate Orders	√	Documentation	Documentation review revealed that Beacon High School has developed a policy on the care of a child with a DNR order.			
16.10 Meningococcal Disease and Vaccination MGL, Chapter 76, s.15D 105 CMR 220.700	Not Applicable		Beacon High School is not a private residential school and therefore is not required to have a policy for Meningococcal Disease and Vaccination.			
17.1 Transportation Safety 28.09(11)(b)		Documentation Interviews	Beacon High School now has a policy and procedure for transportation safety.	√	See 12.2.	See 12.2.

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18.2 Student Records 28.09(10) MGL c. 71, s. 34H 603 CMR 23.00 Family Educational Rights and Privacy Act (FERPA)	√	Documentation	A review of the student records revealed that the following items are now included on the face sheet: recent picture, educational case manager/academic advisor, starting and expiration dates of current (or most recent) IEP, date of next expected 3-year reevaluation, date of most recent special education evaluation(s), medications, and information specific to this student re: handling of medical emergencies.	√	A review of student records and staff interviews revealed the following information was not consistently included in the student records: face sheets which include a date initially eligible for special education (if known), legal status of student, if under 18: in custody of both parents, one parent [specify], legal guardian [specify], other [specify], if 18 or over: makes own decisions; under legal guardianship [specify]; has shared role with parent in education decisions [specify], primary language of parents/guardian, date of last complete physical health examination by physician, and a copy of the student's termination or discharge plan.	Beacon High School must update the student records to include all required information on the students face sheet by <u>October 15, 2006.</u> The Department will conduct an on-site visit to view the student records in the fall.

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