



Massachusetts Department of Elementary and Secondary Education

350 Main Street, Malden, Massachusetts 02148-5023

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

December 20, 2007

Ms. Jodie Rapping
Program Director
G. Stanley Hall School
4 Mann Street
Worcester, MA 01602

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

Dear Ms. Rapping:

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 May 2, 2005. 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 Elementary and Secondary Education found most noncompliance issues to be resolved, there was, however, one remaining issue found by the Department's onsite team. Because there is only one remaining criterion that needs to be addressed, the Department is issuing a "Full Approval" status effective from the date of this letter and indicated on your approval certificate. Your "Full Approval" will expire on **August 31, 2010**.

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 **January 4, 2008**.

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 Onsite Team Chairperson at 781-338-3792.

Sincerely,

Stacey Klasnick, Program Review Follow-up Chairperson
Program Quality Assurance Services

Darlene Lynch, Director
Program Quality Assurance Services

c: Jeffrey Nellhaus, Acting Commissioner of Education
Charles O'Neill, Chairperson, Board of Directors

Encl.: Follow-up Monitoring Report
Full Private School Approval Certificate, Expiration Date: August 31, 2010.

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

G. Stanley Hall School

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

**Action Plan Submitted on June 30, 2005
Progress Reports Submitted on October 6, 2005
Onsite Visit Conducted on October 26, 2007
Date of this Report December 14, 2007**

Criterion Number and Topic	Implementation Status of Requirements or Corrective Action Plan Determined to be <u>Substantially Implemented</u>	Method(s) of Verification	Comments Regarding Corrective Action Plan Implementation	Corrective Action Plan Determined to be <u>Not Fully Implemented</u> or <u>Additional Issues Identified</u>	Findings Regarding Incomplete Implementation of Approved Corrective Action Plan or Identification of Additional Issues of Noncompliance	Further Corrective Action Ordered by the Department of Elementary and Secondary Education and Timelines for Implementation and Further Progress Reporting
Selected Approved Private School Mid-cycle Review Criteria						
2.2 Approvals, Licenses, Certificates of Inspection 18.04(1); 28.09(2)(b)(5);	√	Documentatio n	G. Stanley Hall submitted all current licenses, approvals, and certificates of inspection.			

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28.09(5)(b); 28.09(6)(b, c)						
2.3 EEC Licensure 102 CMR 3.00 (NA for Public Day Schools)	√	Documentation	G. Stanley Hall is a private day program. The EEC licensures are not applicable to day programs.			
7.4 High School Diplomas and Certificates of Attendance M.G.L. c. 69, § 1D; Administrative Advisory SPED 2002-4-REVISED: Special Education Students in Out-of-District Placements-	√	Documentation	G. Stanley Hall has written policies that describe how the private school awards students high school diplomas that are included in the Policies and Procedures Manual.			

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Participation in MCAS Testing and High School Graduation Standards	√					
8.4 Program Modifications and Support Services for Limited English Proficient Students M.G.L. c. 71A; Title VI	√	Documentation	G. Stanley Hall has a written plan for working with the public school districts to implement necessary program modifications and support services to identify and effectively serve limited English proficient (LEP) students such as sheltered content instruction and additional instruction in English as a Second Language that is included in the Policies and Procedures Manual.			
8.5 Current IEP & Student Roster 28.09(5)(a)	√	Documentation Student Records	The current IEP and student roster is complete and contains all required elements.			

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<p>8.8 IEP – Progress Reports</p> <p>State: 28.07(3); Federal 20 U.S.C. Chapter 33, Section 1414(d)(1)(A)(viii)</p> <p>34 CFR 300.320(a)(3)(i, ii)</p>	√	Documentation Student Records		√	Progress reports do not include written information on the student’s progress toward the annual goals in the IEP.	<p>G. Stanley Hall must conduct a staff training regarding writing progress reports to include written information on the student’s progress toward the annual goals in the IEP.</p> <p>Please submit an agenda, attendance sheet and materials from the training to the Department by January 18, 2008.</p>
<p>9.1(a) Student Separation resulting from Behavior Management</p> <p>18.05(5)(i); 46.02(5)(b)</p>	√	Documentation Student Records	G. Stanley Hall has written behavior management policies and procedures regarding student separation that is included in the Policies and Procedures Manual.			
<p>11.3 Educational Administrator</p>	√	Documentation Personnel	The Educational Administrator meets the required qualifications.			

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Qualifications 28.09(5)(a); 28.09(7)(a); 603 CMR 44.00		Records				
11.4 Teachers (Special Education Teachers and Regular Education Teachers) 18.05(11)(f); 28.09(5)(a); 28.09(7)(b, c)	√	Documentation Personnel Records	The teacher roster is complete and all teachers are currently licensed or waived.			
11.5 Related Services Staff 28.09(7)(d)	√	Documentation Personnel Records	The related service roster is complete and all related service providers are currently licensed or certified. G. Stanley Hall will ensure that any staff members providing educational interpreting for students who are deaf or hard			

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			of hearing in public schools, approved special education schools and collaborative must be registered through the Massachusetts Commission for the Deaf and Hard of Hearing. This includes staff members who are identified as educational interpreters or oral transliterators or someone who fulfills that role but is not identified as an interpreter.			
11.6 Master Staff Roster 28.09(7)	√	Documentation	The master staff roster is complete and contains all required elements.			
12.2(c) Details about Required Training-CPR Certification 18.05(9)(e)	√	Documentation	The written training plan for CPR Certification identifies the staff positions/titles of staff to be trained, how many staff in each position/title will be trained, and the frequency of CPR training and certification.			

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14.4 Visiting, Mail and Telephones (Residential Schools Only) 18.03(9)(a) and (b)	√	Documentation	G. Stanley Hall is a private day program and therefore it is not required for the program to develop and implement written policies and procedures pertaining to visiting and other forms of communication with family, friends, and others.	√		
16.3 Nursing 18.05(9)(b)	√	Documentation	The nurses meet the required qualifications and the nurses' shift schedule and explanation of how the nurses' availability is sufficient for the needs of the student population is included in the Health Care Manual.			
16.11 Student Allergies 18.05(9)(h)	√	Documentation Student Records	G. Stanley Hall has a written student allergies policy that is included in the Health Care Manual.			
16.12 No Smoking Policy	√	Documentation	G. Stanley Hall has a written no smoking policy stating that the program prohibits the use of any tobacco products			

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M.G.L. c. 71, § 37H	√		within the school buildings, the school facilities or on the school grounds or on school buses by any individual, including school personnel that is included in the Health Care Manual.	√		

Identified Areas of Non-Compliance During 2005 Program Review or Other Areas of Concern

4.5 Immediate Notification 18.0310); 18.05(7); 28.09(12) (a,b)	√	Documentation Interview	G. Stanley Hall has written procedures describing how the program notifies all appropriate parties of serious incidents within its program and identifying the person responsible for making the notification that is included in the Policies and Procedures Manual. G. Stanley Hall has notified the Department of serious incidents through the Form 2.			
6.4 School Days	√	Documentation	G. Stanley Hall is a twelve month program which			

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Per Year 603 CMR 27.05(2); 28.09(9)(a)		Interview	exceeds the student learning time requirements for public school students. The program adheres to the IEPS of all enrolled students throughout the twelve months.			
7.1 Curriculum Frameworks 28.05(4)(a, b); 28.09(9)(b)	√	Documentation	G. Stanley Hall's current curriculum provides all students with essential learning opportunities throughout the twelve month program.			
10.2 Age Range 28.06(60(f, g))	√	Documentation	G. Stanley Hall has applied for an Alternative Compliance Waiver to exceed the forty-eight month age span.			
11.11 Supervision of Students 18.03(1)(b) (1-5)	√	Documentation Personnel Records	G. Stanley Hall provides appropriate supervision to students while they are engaged in all school-related activities including the afternoon vocational program.			
13.7	√	Observation	G. Stanley Hall provides a			

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Library/ Resource Room 18.04(6)(b)		Interview	separate library that contains a variety of materials appropriate to the age and abilities of the students enrolled, and is available to all enrolled students. In addition, G. Stanley Hall renovated its gym space to add storage space to safely secure gym equipment, in order to be free from hazards.			
15.5 Parent Consent 18.05(5)(c); 18.05(8); 18.05(9)(f)(1)	√	Documentation Student Records	G. Stanley Hall maintains all required annual parent consents for each student enrolled in the program.			