



# **Massachusetts Department of Elementary and Secondary Education**

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75 Pleasant Street, Malden, Massachusetts 02148-4906

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

December 16, 2010

Karen Tewhey, Education Director  
Community Care Services, Inc.  
70 Main Street  
Taunton, MA 02780

Re: Southeast Alternative School Mid-cycle Review and Verification of previous Program  
Review Corrective Action Plan

Dear Ms. Tewhey:

Enclosed is the Department of Elementary and Secondary Education's ("Department") Mid-cycle Report based upon the Mid-cycle review conducted in your private school program in December 2010. This Mid-cycle Review Report contains the Department's findings regarding the implementation status and effectiveness of corrective steps taken in response to your previous Program Review Report issued on April 30, 2008. This report also includes a report on the status of implementation for new state or federal special education requirements enacted since your program's last Program Review.

We are pleased to indicate that the Department has found your program's approved Corrective Action Plan to be substantially implemented and effective in remedying previously identified noncompliance issues. Additionally, we have determined that your program is in substantial compliance with any new state or federal special education requirements enacted since your last Program Review. You and your entire staff are to be congratulated for your efforts in implementing all necessary improvements. Your program will now receive an updated status of "Full Approval." This approval shall remain in effect for three (3) years and will be contingent upon continued compliance with all regulations contained within 603 CMR 28.00 "Special Education Regulations" and 603 CMR 18.00 "Program And Safety Standards For Approved Public Or Private Day And Residential Special Education School Programs." The Department may change this approval status at any point during this three-year period if circumstances arise that warrant such a change.

The Department will notify you of your program's next regularly scheduled Program Review several months before it is to occur. At this time we anticipate the next routine monitoring visit to occur sometime during the 2013-2014 school year, unless the Department determines that

there is some reason to schedule this visit earlier.

**Please be advised that the attached Department Approval Certificate must be conspicuously posted in a public place within the program as required by 603 CMR 28.09.**

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 781-338-3794.

Sincerely,

Dee Wyatt, Mid-cycle Review Chairperson  
Program Quality Assurance Services

Darlene Lynch, Director  
Program Quality Assurance Services

c: Mitchell D. Chester, Ed.D., Commissioner of Elementary and Secondary Education

Encl.: Mid-cycle Review Report  
Full Private School Approval Certificate, Expiration Date: August 31, 2014

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

**COMMUNITY CARE SERVICES, INC.  
SOUTHEAST ALTERNATIVE SCHOOL**

**MID-CYCLE REVIEW REPORT**

**Previous Program Review Corrective Action Plan Submitted on June 13, 2008  
Progress Verified by Onsite Visits on October 22, 2008 and November 7, 2008  
Mid-cycle Onsite Visit Conducted on December 1-2, 2010  
Date of this Report December 16, 2010**

| <b>Criterion Number and Topic</b> | <b>Implementation Status of Requirements or Corrective Action Plan Determined to be <u>Substantially Implemented</u></b><br><br>√ | <b>Method(s) of Verification</b> | <b>Comments Regarding Corrective Action Plan Implementation</b> | <b>Corrective Action Plan Determined to be <u>Not Fully Implemented</u> or <u>Additional Issues Identified</u></b><br><br>√ | <b>Findings Regarding Incomplete Implementation of Approved Corrective Action Plan or Identification of Additional Issues of Noncompliance</b> | <b>Further Corrective Action Ordered by the Department of Elementary and Secondary Education and Timelines for Implementation and Further Progress Reporting</b> |
|-----------------------------------|---|----------------------------------|---|---|--|--|
|-----------------------------------|---|----------------------------------|---|---|--|--|

**Selected Approved Private School Program Mid-cycle Review Criteria**

|  |   |                      |   |  |  |  |
|--|---|----------------------|---|--|--|--|
| <b>2.2 Approvals, Licenses, Certificates of Inspection</b><br><br><b>18.04(1); 28.09(2)(b)(5); 28.09(5)(b); 28.09(6)(b, c)</b> | √ | Documentation Review | Southeast Alternative School submitted current approvals, licenses and certificates of inspection for all buildings used by the students.   |  |  |  |
| <b>8.5 Current IEP &amp; Student Roster</b><br><br><b>28.09(5)(a)</b>  | √ | Documentation Review | Southeast Alternative School submitted a current IEP and Student Roster for all district-funded Massachusetts students enrolled in the program that contains all the required elements for this |  |  |  |

| <b>Criterion Number and Topic</b>  | <b>Implementation Status of Requirements or Corrective Action Plan Determined to be <u>Substantially Implemented</u></b><br><br>√ | <b>Method(s) of Verification</b> | <b>Comments Regarding Corrective Action Plan Implementation</b>  | <b>Corrective Action Plan Determined to be <u>Not Fully Implemented</u> or <u>Additional Issues Identified</u></b><br><br>√ | <b>Findings Regarding Incomplete Implementation of Approved Corrective Action Plan or Identification of Additional Issues of Noncompliance</b> | <b>Further Corrective Action Ordered by the Department of Elementary and Secondary Education and Timelines for Implementation and Further Progress Reporting</b> |
|--|---|----------------------------------|--|---|--|--|
|  |   |                                  | criterion.   |   |  |  |
| <b>11.3 Educational Administrator Qualifications</b><br><b>28.09(5)(a);</b><br><b>28.09(7)(a);</b><br><b>603 CMR 44.00</b> | √   | Documentation Review             | The person designated as the Educational Administrator for Southeast Alternative School possesses the required qualifications. |   |  |  |

| <b>Criterion Number and Topic</b>  | <b>Implementation Status of Requirements or Corrective Action Plan Determined to be <u>Substantially Implemented</u></b><br><br>✓ | <b>Method(s) of Verification</b> | <b>Comments Regarding Corrective Action Plan Implementation</b>  | <b>Corrective Action Plan Determined to be <u>Not Fully Implemented</u> or <u>Additional Issues Identified</u></b><br><br>✓ | <b>Findings Regarding Incomplete Implementation of Approved Corrective Action Plan or Identification of Additional Issues of Noncompliance</b> | <b>Further Corrective Action Ordered by the Department of Elementary and Secondary Education and Timelines for Implementation and Further Progress Reporting</b> |
|--|---|----------------------------------|--|---|--|--|
| <b>11.4 Teachers (Special Education Teachers and Regular Education Teachers)</b><br><br><b>18.05(11)(f); 28.09(5)(a); 28.09(7)(b, c); 34 CFR 300.321</b> | ✓   | Documentation Review             | All teachers at Southeast Alternative School are appropriately licensed or have applied or been granted a waiver for the 2010-2011 school year.                    |   |  |  |
| <b>11.5 Related Services Staff</b><br><br><b>28.09(7)(d)</b>   | ✓   | Documentation Review             | All staff providing or supervising the provision of related services for Southeast Alternative School are appropriately certified, licensed or registered in their |   |  |  |

| 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 |
|---|---|---------------------------|--|---|---|---|
|   | √   |                           | professional areas.  | √   |   |   |
| 11.6 Master Staff Roster<br><br>28.09(7)              | √   | Documentation Review      | Southeast Alternative School submitted a Master Staff Roster that contains the name, program job title, corresponding UFR title number, licensure and/or certification if appropriate, full-time equivalent (FTE), and qualifications for current staff. A narrative was provided and accepted that describes any discrepancies from the last approved program budget. |   |   |   |
| 19 Anti-Hazing<br><br>M.G.L. c. 269, §§ 17 through 19 | √   | Documentation Review      | Southeast Alternative School submitted an Anti-Hazing Policy that contains all required elements for this criterion.   |   |   |   |

| <b>Criterion Number and Topic</b> | <b>Implementation Status of Requirements or Corrective Action Plan Determined to be <u>Substantially Implemented</u></b><br><br>√ | <b>Method(s) of Verification</b> | <b>Comments Regarding Corrective Action Plan Implementation</b> | <b>Corrective Action Plan Determined to be <u>Not Fully Implemented</u> or <u>Additional Issues Identified</u></b><br><br>√ | <b>Findings Regarding Incomplete Implementation of Approved Corrective Action Plan or Identification of Additional Issues of Noncompliance</b> | <b>Further Corrective Action Ordered by the Department of Elementary and Secondary Education and Timelines for Implementation and Further Progress Reporting</b> |
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**Identified Areas of Non-Compliance During the Program Review or Other Areas of Concern**

|   |   |                       |  |  |  |  |
|---|---|-----------------------|--|--|--|--|
| <b>6.1 Daily Instructional Hours</b><br><br><b>603 CMR 27.00; 28.09(9)(a)</b> | √ | Student Record Review | A review of student IEPs indicated all non-instructional time (i.e. lunch, breaks) is counted towards instructional hours.     |  |  |  |
| <b>8.11 IEP - Transition Planning</b><br><br><b>34 CFR 300.347(b)(1, 2)</b>   |   |                       | <i>*As of the 2009-2010 academic year, the Department is no longer monitoring this. Criterion number 8.11 is now reserved.</i> |  |  |  |

| <b>Criterion Number and Topic</b>  | <b>Implementation Status of Requirements or Corrective Action Plan Determined to be <u>Substantially Implemented</u></b><br><br>√ | <b>Method(s) of Verification</b> | <b>Comments Regarding Corrective Action Plan Implementation</b>  | <b>Corrective Action Plan Determined to be <u>Not Fully Implemented</u> or <u>Additional Issues Identified</u></b><br><br>√ | <b>Findings Regarding Incomplete Implementation of Approved Corrective Action Plan or Identification of Additional Issues of Noncompliance</b> | <b>Further Corrective Action Ordered by the Department of Elementary and Secondary Education and Timelines for Implementation and Further Progress Reporting</b> |
|--|---|----------------------------------|--|---|--|--|
| <b>12.2 In-Service Training Plan and Calendar</b><br><br>28.09(7)(f);<br>28.09(9)(b);<br>28.09(10);<br>18.03(3);<br>18.05(9)(e)(1)18.05(10);<br>18.05(11)(h)<br>Title VI: 42 U.S.C. 2000d; 34 CFR 100.3;<br>EEOA: 20 U.S.C. 1703(f);<br>Title IX: 20 | √   | Documentation Review             | Southeast Alternative School maintains documentation that verifies each staff person's attendance at all required trainings. |   |  |  |

| <b>Criterion Number and Topic</b>  | <b>Implementation Status of Requirements or Corrective Action Plan Determined to be <u>Substantially Implemented</u></b><br><br>√ | <b>Method(s) of Verification</b> | <b>Comments Regarding Corrective Action Plan Implementation</b>   | <b>Corrective Action Plan Determined to be <u>Not Fully Implemented</u> or <u>Additional Issues Identified</u></b><br><br>√ | <b>Findings Regarding Incomplete Implementation of Approved Corrective Action Plan or Identification of Additional Issues of Noncompliance</b> | <b>Further Corrective Action Ordered by the Department of Elementary and Secondary Education and Timelines for Implementation and Further Progress Reporting</b> |
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| <b>U.S.C. 1681; 34 CFR 106.31-106.42; M.G.L. c. 76, § 5; 603 CMR 26.00, esp. 26.07(2, 3)</b> |   |                                  |   |   |  |  |
| <b>16.7 Preventive Health Care</b><br><br><b>18.05 (9)(g)</b>                                | √   | Student Record Review            | Southeast Alternative School had current exams and screenings for all students whose records were reviewed. |   |  |  |

**Commonwealth of Massachusetts  
Department of Elementary and Secondary  
Education**

**COMMUNITY CARE SERVICES, INC.**

A PRIVATE SPECIAL EDUCATION PROGRAM OPERATED PURSUANT TO  
603 CMR 18.00 AND 28.09

**Southeast Alternative School**

**49 Plymouth Street, Middleboro, MA 02346**

**132 South Main Street, Berkley, MA 02779**

**117 Stowe Road, Sandwich, MA 02668**

**Program Rate Based on: 69 Students  
Approved Enrollment: 85 Students**

**X Day Program**

**Residential Program**

**Summer Program**

**10 month program**

**X 11 month program**

**12 month program**

**APPROVED STUDENT:LICENSED EDUCATOR RATIO: 6:1**

**APPROVED STUDENT:LICENSED EDUCATOR:AIDE RATIO: 9:1:1**

**APPROVAL STATUS  
FULL APPROVAL**

**Expires on: August 31, 2014**

**The current approval is a result of a Mid-cycle Review conducted in the 2010-2011 school year  
and the next review is scheduled for the 2013-2014 school year.**

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**DEE WYATT, EDUCATIONAL SPECIALIST, PROGRAM QUALITY ASSURANCE SERVICES**

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**CARYN GOLDBERG, SUPERVISOR, PROGRAM QUALITY ASSURANCE SERVICES**

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**DARLENE A. LYNCH, DIRECTOR, PROGRAM QUALITY ASSURANCE SERVICES**

**DATE**

**ISSUED:**

**12/16/10**

