*****Massachusetts Department of***

***Elementary and Secondary Education***

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| Jeffrey C. Riley  *Commissioner* |  |

# MEMORANDUM

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| **To:** | Members of the Board of Elementary and Secondary Education |
| **From:** | Jeffrey C. Riley, Commissioner |
| **Date:** | March 20, 2023 **UPDATED: 3/24/23** |
| **Subject:** | Briefing for the March 28, 2023 Regular Meeting of the Board of Elementary and Secondary Education |

The Board of Elementary and Secondary Education will hold its **regular meeting** on **Tuesday, March 28, 2023**, at the Department of Elementary and Secondary Education in Malden. The meeting will start at **9:00 a.m.** and should adjourn by **1:00 p.m**. The Board will meet in person, following the Commonwealth’s current health and safety guidelines, and the meeting will be livestreamed and recorded. Helene Bettencourt and Courtney Sullivan will assist with all arrangements; please email or call them if you have any questions.

**OVERVIEW**

Our business agenda for the regular meeting on Tuesday leads off with a presentation from the 2023 Massachusetts School Counselor of the Year, Andrea Encarnacao. We will have a progress report on the IEP Improvement Project. The final item on the agenda is an update on the education budget, focusing on the Governor’s education budget proposal for FY24.

**REGULAR MEETING**

**Statements from the Public**

**Comments from the Chair**

**Comments from the Secretary**

**Comments from the Commissioner**

Chair Craven, Secretary Tutwiler, and I will update the Board on current issues and activities.

**Routine Business: Approval of the Minutes of the February 27, 2023 Special Meeting and the February 28, 2023 Regular Meeting**

The Board will vote on approval of the minutes.

**ITEMS FOR DISCUSSION AND ACTION**

1. **School Counselor of the Year: Andrea Encarnacao – Presentation and Discussion**

Andrea Encarnacao, school counselor at Boston Latin School, has been selected as the 2023 School Counselor of the Year by the Massachusetts School Counselor Association, and I am delighted she will join us at the Board meeting to speak about her experience. Please see the enclosed memorandum for more information about Ms. Encarnacao.

1. **Special Education: Progress Report on IEP Improvement Project – Discussion**

At your January 24 meeting, the Board had a briefing on the [IEP Improvement Project](https://www.doe.mass.edu/sped/ImproveIEP/default.html), a collaborative, multi-stage initiative to improve outcomes for students with disabilities. Through the IEP Improvement Project, the Department is working with schools, families, and other stakeholders to update all aspects of the IEP (Individualized Education Program) process from initial student referral for evaluation through the development and implementation of the IEP. This month, as the project continues to roll out, Deputy Commissioner Russell Johnston and Jamie Camacho, Director of Special Education Planning and Policy, will present a progress report and respond to your questions.

1. **Education Budget Update: Governor’s FY24 House 1 Budget Proposal – Discussion**

On March 1, Governor Healey filed House 1, containing the Administration’s FY24 state spending recommendations for the upcoming fiscal year. Your materials include a summary and spreadsheet on the Governor’s education recommendations by program area. The education total in House 1 is $7.72 billion, an increase of 7.5 percent over FY23 spending. At our meeting, Senior Associate Commissioner/CFO Bill Bell will review the Governor’s proposal and update the Board on other budget matters.

**OTHER ITEMS FOR INFORMATION**

1. **Report on Grants and Charter School Matters Approved by the Commissioner**

Enclosed is information on grants and charter school matters I have approved since our last meeting under the authority the Board has delegated to the Commissioner.

1. **Chronically Underperforming Schools: Quarter 3 Reports**

Your materials include the third of four School Year 2022-2023 quarterly progress reports to the Board on the chronically underperforming schools’ implementation of their school turnaround plans.

If you have questions about any agenda items, please call me. I look forward to meeting with you on March 28.