*****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:** | November 16, 2023 |
| **Subject:** | Scheduling of Comprehensive District Reviews |

The Department of Elementary and Secondary Education (Department) conducts numerous district and school reviews for a wide variety of purposes throughout the year. It is the Department's goal to minimize the burden these reviews place upon districts and schools as much as possible, while also ensuring that we fulfill our legal and public obligations by conducting thorough, high-quality reviews.

To this end, the legislation that called for the creation of the Department's Office of School and District Accountability (now called the Office of District Reviews and Monitoring, or ODRM) requires the office to *ensure that no school or district is audited during the administration of any statewide assessments, and shall coordinate with other entities in the department to ensure that a school or district is not subject to multiple comprehensive audits or reviews by the department or any accrediting body within a 9 month period unless the board specifically votes to do so on an emergency basis* ([M.G.L. c. 15, § 55A](https://malegislature.gov/Laws/GeneralLaws/PartI/TitleII/Chapter15/Section55A)). The Board voted in December 2010 to delegate this scheduling task to the Commissioner, and I am submitting this report for FY2024 comprehensive audits and reviews to the Board in accordance with that vote.

ODRM worked with the Department’s Public School Monitoring Office (PSM) to avoid any potential overlap when selecting the districts for the district accountability reviews required by state law. In addition, PSM and the Office of Charter Schools and School Redesign worked proactively to avoid overlaps and conflicts for their scheduled reviews.

Compiling scheduled reviews by the above offices showed potential overlaps in 2023-2024 that were resolved as discussed below.

The following districts chose to proceed with two reviews that overlap in a nine-month window:

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| **District** | **Reviews** |
| Hill View Montessori Charter Public School | PSM, Charter Renewal |
| Maynard | PSM, NEASC |

The following districts’ Tiered Focused Monitoring reviews, conducted by Public School Monitoring, were postponed due to an overlapping NEASC review, district review, or charter school renewal.

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| **District** | **Reason for PSM Postponement** |
| Berkshire Arts and Technology Charter Public School | Charter renewal |
| Boston Preparatory Charter School | Charter renewal |
| Hampden Charter School of Science East/West | Charter renewal (East) |
| KIPP Academy Charter Schools Boston-Lynn | Charter renewal |
| Leominster | District review |
| Roxbury Preparatory Charter School | Charter renewal |
| Salem Academy Charter School | Charter renewal |
| Upper Cape Cod Regional Technical School | NEASC |

These efforts taken together have resolved all conflicts under the control of the Department.