MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION

Public School Monitoring

FOCUSED MONITORING REVIEW CORRECTIVE ACTION PLAN

Charter School or District: Belchertown FMR Onsite Year: 2018-2019

Program Area: Special Education

*All corrective action must be fully implemented and all noncompliance corrected as soon as possible and no later than one year from the issuance of the Coordinated Program Review Final Report dated 06/18/2019.*

Mandatory One-Year Compliance Date:

Summary of Required Corrective Action Plans in this Report

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| **Criterion** | **Criterion Title** | **FMR Rating** |
| CR 24 | Curriculum review | Partially Implemented |

FOCUSED MONITORING REVIEW CORRECTIVE ACTION PLAN

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| **Criterion & Topic:**  CR 24 Curriculum review | | **FMR Rating:**  Partially Implemented |
| **Department FMR Findings:**  Document review and interviews indicated that the district does not ensure that individual teachers review all educational materials for simplistic and demeaning generalizations, lacking intellectual merit, on the basis of race, color, sex, gender identity, religion, national origin and sexual orientation and use appropriate activities, discussions and/or supplementary materials to provide balance and context for any such stereotypes depicted in materials. | | |
| **Description of Corrective Action:**  Although the District has detailed written procedures, the root cause of the District's failure to fully comply with this regulation is a lack of training. The District will: 1) Provide training for all district-level and building level administration and teaching staff in CR Criterion #24 (curriculum review) regulation and the established procedures and documentation process outlined within the district procedures, 2) Upon proposing educational materials, the Asst. Superintendent of Teaching and Learning will review documentation submitted to ensure compliance. | | |
| **Title/Role(s) of Responsible Persons:**  Supt., Asst. Supt, Director of Student Support Services, Teaching Staff, Building Administration | | **Expected Date of Completion:** 10/31/2019 |
| **Evidence of Completion of the Corrective Action:**  Copies of agendas, materials, and attendance sheets for all trainings Sample Instructional Resource Proposal Form | | |
| **Description of Internal Monitoring Procedures:**  Supt. of Schools, Asst. Supt of Teaching and Learning, and Director of Student Support Services will review procedure and process maintained at the building and district level. Building administration will review procedure and process within their buildings. | | |
| **CORRECTIVE ACTION PLAN APPROVAL SECTION** | | |
| **Criterion:**  CR 24 Curriculum review | **Corrective Action Plan Status:** Partially Approved  **Status Date:** 07/29/2019  **Correction Status:** Not Corrected | |
| **Basis for Decision:**  The district's root cause analysis revealed that lack of staff training to be the chief factor in non-compliance with the Curriculum Review process. To remedy non-compliance the district stated training will occur for all administrators and staff and, as evidence, copies of agendas, materials, and attendance sheets will be submitted the Department.  Furthermore, the district will submit evidence that district teaching staff has reviewed samples of classroom curriculum. | | |
| **Department Order of Corrective Action:**  The district will submit evidence (agenda, materials, signed and dated attendance sheet) that all staff have been trained in the district's curriculum review process, that all educational materials are reviewed for simplistic and demeaning generalizations, lacking intellectual merit, on the basis of race, color, sex, gender identity, religion, national origin and sexual orientation; and appropriate activities, discussions and/or supplementary materials are used to provide balance and context for any such stereotypes depicted in | | |

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| such materials.  This goes beyond a typical review of standard curriculum materials. Teachers will review all educational materials they bring into the classroom, whether it be a news article, picture book, advertisement, etc. on an ongoing basis. If a teacher does discover bias in a certain material appropriate activities, discussions or additional material must be provided for balance and context.  The district will submit examples of the curriculum review process as conducted by district teaching staff. |
| **Required Elements of Progress Report(s):**  By September 13, 2019, the district will submit evidence (agenda, materials, signed and dated attendance sheet) that all staff have been trained in the district's curriculum review process, that all educational materials are reviewed for simplistic and demeaning generalizations, lacking intellectual merit, on the basis of race, color, sex, gender identity, religion, national origin and sexual orientation; and appropriate activities, discussions and/or supplementary materials are used to provide balance and context for any such stereotypes depicted in such materials.  By December 13, 2019, the district will submit examples of the curriculum review process as conducted by district teaching staff. |
| **Progress Report Due Date(s):**  09/13/2019  12/13/2019 |

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