|  |
| --- |
| **MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION**  **Public School Monitoring** |

##### SPECIAL EDUCATION AND CIVIL RIGHTS

##### MONITORING REVIEW

## CORRECTIVE ACTION PLAN

District: Blue Hills Regional Vocational Technical School

Monitoring Onsite Year: 2023-2024

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 Special Education and Civil Rights Monitoring Report dated 02/01/2024.

**Mandatory One-Year Compliance Date:** **02/01/2025**

**Summary of Required Corrective Action Plans in this Report**

| **Criterion** | **Criterion Title** | **Rating** |
| --- | --- | --- |
| SE 32 | Parent advisory council for special education | Partially Implemented |
| CR 10B | Bullying Intervention and Prevention | Partially Implemented |
| CR 17A | Use of physical restraint on any student enrolled in a publicly-funded education program | Partially Implemented |

|  |
| --- |
| SPECIAL EDUCATION AND CIVIL RIGHTS  MONITORING REVIEW  **CORRECTIVE ACTION PLAN** |

|  |  |  |
| --- | --- | --- |
| **Criterion & Topic:**  SE 32 Parent advisory council for special education | | **Rating:**  Partially Implemented |
| **Department Findings:**  A review of documents and staff interviews indicated that the school has established a special education parent advisory council (SEPAC) and conducts, in cooperation with the SEPAC, an annual workshop on the rights of students and their parents and guardians under the state and federal special education laws. However, the SEPAC does not participate in the evaluation, planning, and development of the school's special education programs, or advise the school on matters pertaining to the education and safety of students with disabilities. | | |
| **Description of Corrective Action:**  By July 2024, Blue Hills Regional Technical School will ensure that the special education parent advisory council (SEPAC) participates in the planning, development, and evaluation of the district's special education programs and advises the school on matters pertaining to the education and safety of students with disabilities. The school will develop a plan that includes methods for gathering input, a timeline for meetings, and meeting agenda items. Additionally, by October 2024, Blue Hills Regional Technical School will submit evidence of the SEPAC fulfilling its advisory duties. The evidence will include meeting agendas, attendance sheets, and any additional activities related to the planning, development, and evaluation of special education programming and advising the school on matters pertaining to the education and safety of students with disabilities. By December 2024, the school will evaluate SEPAC participation and involvement and identity areas of improvement. | | |
| **Title/Role(s) of Responsible Persons:**  Angelo Dimitriou - Director of Special Services | | **Expected Date of Completion:**  02/01/2025 |
| **Evidence of Completion of the Corrective Action:**  Descriptive plan for SEPAC participation and evidence of providing input towards the planning, development, and evaluation of the school's special education programs and advising the school on matters pertaining to the education and safety of students with disabilities. | | |
| **Description of Internal Monitoring Procedures:**  The school administration will review SEPAC involvement and participation in advising the school on matters that pertain to the education and safety of students with disabilities and obtaining input on special education program planning, development, and evaluation beyond the progress reporting dates. | | |
| CORRECTIVE ACTION PLAN APPROVAL SECTION | | |
| **Criterion:**  SE 32 Parent advisory council for special education | **Corrective Action Plan Status:** Approved  **Status Date:** 03/06/2024  **Correction Status:** Not Corrected | |
| **Required Elements of Progress Report(s):**  By July 1, 2024, Blue Hills Regional Technical School will submit the school's plan to ensure Special Education Parent Advisory Council (SEPAC) participation in the evaluation, planning, and development of the school's special education programs. The plan will include methods for gathering SEPAC input, a timeline for meetings, and meeting agenda items. The plan will also include methods for the SEPAC to advise the school on matters pertaining to the education and safety of students with disabilities.  By October 4, 2024, Blue Hills Regional Technical School will submit evidence of SEPAC participation in the evaluation, planning, and development of the school's special education programs and advising the school on matters pertaining to the education and safety of students with disabilities. Evidence will include meeting agendas, attendance sheets, and any additional activities related to SEPAC fulfilling its advisory duties. | | |
| **Progress Report Due Date(s):**  07/01/2024  10/04/2024 | | |

|  |
| --- |
| SPECIAL EDUCATION AND CIVIL RIGHTS  MONITORING REVIEW  **CORRECTIVE ACTION PLAN** |

|  |  |  |
| --- | --- | --- |
| **Criterion & Topic:**  CR 10B Bullying Intervention and Prevention | | **Rating:**  Partially Implemented |
| **Department Findings:**  A review of documents and staff interviews indicated that although the school has developed a Bullying Prevention and Intervention Plan (Plan) that is consistent with regulations, the content of the bullying training provided to all staff does not include the following requirements:   * Staff as a possible aggressor; * Developmentally appropriate strategies to prevent bullying incidents; * Developmentally appropriate strategies for immediate, effective interventions to stop bullying incidents; * Information regarding the complex interaction and power differential that can take place between and among a perpetrator, victim, and witnesses to the bullying; * Research findings on bullying, including information about specific categories of students who have been shown to be particularly at risk for bullying in the school environment; and * Internet safety issues as they relate to cyber-bullying. | | |
| **Description of Corrective Action:**  By July 2024, the school's bullying prevention and intervention training will be updated to include all requirements:   * + - Staff as a possible aggressor;     - Developmentally appropriate strategies to prevent bullying incidents;     - Developmentally appropriate strategies for immediate, effective interventions to stop bullying incidents;     - Information regarding the complex interaction and power differential that can take place between and among a perpetrator, victim, and witnesses to the bullying;     - Research findings on bullying, including information about specific categories of students who have been shown to be particularly at risk for bullying in the school environment; and     - Internet safety issues as they relate to cyber-bullying.     To ensure this, the administration team will review and update the bullying prevention and intervention training over the summer to ensure that it meets the requirements in the regulations.    By October 2024, the school will ensure that all staff receive the revised bullying prevention and intervention training. | | |
| **Title/Role(s) of Responsible Persons:**  Principal  Assistant Principal | | **Expected Date of Completion:**  11/01/2024 |
| **Evidence of Completion of the Corrective Action:**  he school will submit the updated bullying prevention and intervention training materials along with evidence of staff training using the revised materials. | | |
| **Description of Internal Monitoring Procedures:**  The administrative team will review all training materials, including the bullying prevention and intervention training materials, and ensure that they are updated to reflect all requirements. The new training materials will be provided to all staff and faculty and documentation pertaining to the staff training maintained. | | |
| CORRECTIVE ACTION PLAN APPROVAL SECTION | | |
| **Criterion:**  CR 10B Bullying Intervention and Prevention | **Corrective Action Plan Status:** Approved  **Status Date:** 03/06/2024  **Correction Status:** Not Corrected | |
| **Required Elements of Progress Report(s):**  By July 1, 2024, Blue Hills Regional Technical School will submit the updated bullying prevention and intervention training materials that meet all requirements.  By October 4, 2024, Blue Hills Regional Technical School will submit evidence that all staff have received the updated bullying prevention and intervention training. | | |
| **Progress Report Due Date(s):**  07/01/2024  10/04/2024 | | |

|  |
| --- |
| SPECIAL EDUCATION AND CIVIL RIGHTS  MONITORING REVIEW  **CORRECTIVE ACTION PLAN** |

|  |  |  |
| --- | --- | --- |
| **Criterion & Topic:**  CR 17A Use of physical restraint on any student enrolled in a publicly-funded education program | | **Rating:**  Partially Implemented |
| **Department Findings:**  A review of documents and staff interviews indicated that the school's physical restraint procedures do not include the following requirements:  Methods for engaging parents in discussions about restraint prevention;  A description and explanation of the program's alternatives to physical restraint;  Methods of physical restraint in emergency situations;  Complete components of written restraint report to parents; and  Complete reporting requirements. | | |
| **Description of Corrective Action:**  By July 2024 Blue Hills Regional Technical School's physical restraint procedures will be updated to include all requirements of 603 CMR 46.00, including:   * Methods for engaging parents in discussions about restraint prevention; * A description and explanation of the program's alternatives to physical restraint; * Complete components of written restraint reports to parents, and * Complete reporting requirements.   By October 2024, the school will provide evidence of training all staff on the updated procedures. | | |
| **Title/Role(s) of Responsible Persons:**  Angelo Dimitriou - Director of Special Services | | **Expected Date of Completion:**  02/01/2025 |
| **Evidence of Completion of the Corrective Action:**  Revised physical restraint prevention procedures and evidence of staff training on revised procedures | | |
| **Description of Internal Monitoring Procedures:**  The administrative team will review all civil rights procedures and trainings, including the restraint policy and procedures, prior to the first professional development day at the beginning of each new school year to ensure they meet all requirements. Additionally, all staff will be trained within the first month of the school year on the restraint policy and procedures and, for employees hired after the school year begins, within a month of their employment. | | |
| CORRECTIVE ACTION PLAN APPROVAL SECTION | | |
| **Criterion:**  CR 17A Use of physical restraint on any student enrolled in a publicly-funded education program | **Corrective Action Plan Status:** Approved  **Status Date:** 03/06/2024  **Correction Status:** Not Corrected | |
| **Required Elements of Progress Report(s):**  By July 1, 2024, Blue Hills Regional Technical School will submit updated physical restraint procedures that meet all requirements of 603 CMR 46.00, including:   * Methods for engaging parents in discussions about restraint prevention; * A description and explanation of the program's alternatives to physical restraint; * Methods of physical restraint in emergency situations; * Complete components of written restraint reports to parents; and * Complete reporting requirements.     By October 4, 2024, Blue Hills Regional Technical School will submit evidence that all staff have been trained on the updated procedures. | | |
| **Progress Report Due Date(s):**  07/01/2024  10/04/2024 | | |