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

# INTEGRATED MONITORING REVIEW CORRECTIVE ACTION PLAN Leicester Public Schools Monitoring Onsite Year: 2024-2025

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 Integrated Monitoring Review Report dated 05/16/2025.

**Mandatory One-Year Compliance Date:** **05/16/2026**

## Summary of Required Corrective Action Plans in this Report

| **Criterion** | **Criterion Title** | **Rating** |
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| SE 20 | Least restrictive program selected | Partially Implemented |

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| INTEGRATED MONITORING REVIEW  **CORRECTIVE ACTION PLAN** |

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| **Criterion & Topic:**  SE 20 Least restrictive program selected | | **Rating:**  Partially Implemented |
| **Department Findings:**  A review of student records and staff interviews indicated that when a student is removed from the general education classroom at any time, the Team does not consistently state why the removal is considered critical to the student's program and the basis for its conclusion that education of the student in a less restrictive environment, with the use of supplementary aids and services, could not be achieved satisfactorily. | | |
| **Description of Root Cause Analysis:**  Leicester Public Schools began to implement this corrective action plan at the conclusion of the onsite review. Team Chairs met with the Assistant Superintendent and discussed the needed changes in the IEP moving forward. In Fall of 2025, Student Services will meet with each school to address participation in the general education setting within the IEP. This will include addressing if the student's educational needs can be met in the general education setting, with or without the use of supplementary aids and services. If the response is no, the district will work to include an explanation of the extent to which a student will not participate in the general education setting and include a description of the specific supplementary aids and services considered before determining the student would be removed from a general education class or activity. | | |
| **Title/Role of Responsible Person:**  Pamela Smith, Assistant Superintendent of Student Services | | **Expected Date of Completion:**  05/16/2026 |
| **Evidence of Completion of the Corrective Action:**  The Assistant Superintendent of Student Services met with Team Chairs to review the partial implementation of SE20. Team Chairs will meet with staff, including the new Director of Student Services, in the Fall of 2025 to review the requirements for this moving forward. The professional development around this will take place by October 20, 2025. After this date, the Director of Student Services and Team Chairs will monitor any IEPs that are passed in for completion, to ensure that the Team consistently addresses why removal is considered critical to the student's program and the basis for its conclusion that education of the student in a less restrictive environment, with the use of supplementary aids and services, could not be achieved satisfactorily. | | |
| **Description of Internal Monitoring Procedures:**  The Student Services Department Director and Team Chairs will read and review each IEP that is passed in to ensure participation in the general education setting is considered, addressed and appropriately documented within the IEP. For any identified noncompliance, liaisons will be contacted to update and provided coaching, as needed. Check-ins with Team Chairs will be scheduled in November 2025, February 2026 and May 2026. | | |
| CORRECTIVE ACTION PLAN APPROVAL SECTION | | |
| **Criterion:**  SE 20 Least restrictive program selected | **Corrective Action Plan Status:** Partially Approved  **Status Date:** 06/12/2025  **Correction Status:** Not Corrected | |
| **Basis for Decision:**  While the district indicates it has begun to implement the CAP, the description did not include root cause analysis of why the initial instance of noncompliance occurred. | | |
| **Department Order of Corrective Action:**  The district must conduct a root cause analysis to identify reason (s) why IEP Teams do not consistently state why the removal of a student from the general education classroom is considered critical to the student's program, and the basis for its conclusion that education of the student in a less restrictive environment, with the use of supplementary aids and services, could not be achieved satisfactorily. | | |
| **Required Elements of Progress Reports:**  By September 15, 2025, the district will submit a summary of the root cause analysis that includes specific action steps as well as any updates to the internal monitoring practices, if applicable.  By November 14, 2025, the district will provide evidence (training materials, agenda, attendance sheet) demonstrating relevant staff are trained on the action steps identified by the district through its root cause analysis.  By January 12, 2026, staff from the Office of Public School Monitoring (PSM) will conduct a review of student records for evidence that when a student is removed from the general education classroom at any time, the Team consistently states why the removal is considered critical to the student's program and the basis for its conclusion that education of the student in a less restrictive environment, with the use of supplementary aids and services, could not be achieved satisfactorily. For any identified non-compliance, the district will submit a root cause analysis and a description of appropriate corrective actions. Upon completion of any such corrective actions, PSM staff will conduct an additional review of student records. | | |
| **Progress Report Due Dates:**  09/15/2025  11/14/2025  01/12/2026 | | |