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

# INTEGRATED MONITORING REVIEW CORRECTIVE ACTION PLAN North Middlesex Regional School District 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 05/31/2025.

**Mandatory One-Year Compliance Date:** **05/31/2026**

## Summary of Required Corrective Action Plans in this Report

| **Criterion** | **Criterion Title** | **Rating** |
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| SE 51 | Appropriate special education teacher licensure | Partially Implemented |

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

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| **Criterion & Topic:**  SE 51 Appropriate special education teacher licensure | | **Rating:**  Partially Implemented |
| **Department Findings:**  A review of documents and interviews indicated that not all individuals who design and provide direct special education services described in IEPs are appropriately licensed. | | |
| **Description of Root Cause Analysis:**  The initial instance of noncompliance occurred due to a 2020 clarification in licensure requirements for teachers providing instruction as a special education teacher in an integrated preschool classroom. As a result of the clarification, teachers holding a teaching license as a teacher of preschool age children with and without disabilities were required to obtain a special education teaching license for the PK level in either moderate or severe disabilities to continue to function as a special education teacher in an integrated preschool classroom. The district was not aware of this and therefore hired the teacher in 2023 with a non-compliant teaching license. | | |
| **Title/Role of Responsible Person:**  Director of Special Education | | **Expected Date of Completion:**  06/12/2025 |
| **Evidence of Completion of the Corrective Action:**  The documentation the district will provide to demonstrate that the noncompliance has been resolved is a copy of the teacher’s initial license in special education: moderate disabilities, PK-2.  On June 5, 2025, the district provided a copy through e-mail to PSM of the teacher’s initial teaching license in moderate disabilities, PK to grade 2. PSM staff confirmed the license was issued and is appropriate for the special education teacher’s assigned role. | | |
| **Description of Internal Monitoring Procedures:**  Since the audit of appropriate special education teaching licensure and addressing the noncompliance, the district implemented a process of reviewing special education teacher licensure to ensure special educators are appropriately licensed for grade level and subject area teaching. The district will verify appropriate licensure:   * Prior to hiring a special education teacher during the screening process; and * Prior to considering an internal transfer of a special education teacher to another special education teaching position. | | |
| CORRECTIVE ACTION PLAN APPROVAL SECTION | | |
| **Criterion:**  SE 51 Appropriate special education teacher licensure | **Corrective Action Plan Status:** Approved  **Status Date:** 06/13/2025  **Correction Status:** Corrected | |
| **Basis for Decision:**  PSM staff confirmed through a review of Educator Licensure and Renewal (ELAR) that the individual is now appropriately licensed for the grade level and subject area teaching. | | |