

**Coordinated Program Review –Corrective Action Plan Update**  
**Submitted by Beverly Shea, Director of Pupil Personnel Services**  
**12/1/14**

The district recently received notice that all but one of our proposed items on the **Corrective Action Plan for the CPR for Special Education and Civil Rights** were approved by DESE. (see enclosed form entitled, Progress Report Summary) This means that the corrective action plan we put in place to address the areas of non-compliance was acceptable, and if the criterion is also listed as corrected it means that the documentation and other evidence we submitted proved that we had obtained compliant status. If it lists no under Corrected, it means it is an area that I am still working on gathering data for DESE through the on-site file reviews I am presently conducting through January 9<sup>th</sup>.

For CR25, the state is asking us to conduct a more in-depth self-evaluation regarding access to programming and related concerns, which I am in the process of developing.

We also recently received a report from DESE regarding English Learner Education (see enclosed report). WE submitted a proposal for a Corrective Action Plan. Dese has responded with this report, approving 6 of our proposed actions for correction, and partially approving 5 proposed actions for correction. I will move forward by following all of the state's directives in each area.



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## Progress Report Summary

### Hanover

### CPR/Program Review Onsite Year: 2013-2014

Select the appropriate progress report due date from the drop down menu the press the select button.

Progress Report Due Date 10/17/2014 

Criterion #	Rpt Date	Criterion Title	Progress Report Status	Corrected
<a href="#">SE 3A</a>	10/17/2014	<a href="#">Special requirements for students on the autism spectrum</a>	Approved	No
<a href="#">SE 8</a>	10/17/2014	<a href="#">IEP Team composition and attendance</a>	Approved	No
<a href="#">SE 9</a>	10/17/2014	<a href="#">Timeline for determination of eligibility and provision of documentation to parent</a>	Approved	No
<a href="#">SE 13</a>	10/17/2014	<a href="#">Progress Reports and content</a>	Approved	No
<a href="#">SE 14</a>	10/17/2014	<a href="#">Review and revision of IEPs</a>	Approved	No
<a href="#">SE 18A</a>	10/17/2014	<a href="#">IEP development and content</a>	Approved	No
<a href="#">SE 18B</a>	10/17/2014	<a href="#">Determination of placement; provision of IEP to parent</a>	Approved	No
<a href="#">SE 20</a>	10/17/2014	<a href="#">Least restrictive program selected</a>	Approved	No
<a href="#">SE 21</a>	10/17/2014	<a href="#">School day and school year requirements</a>	Approved	No
<a href="#">SE 22</a>	10/17/2014	<a href="#">IEP implementation and availability</a>	Approved	Yes
<a href="#">SE 25A</a>	10/17/2014	<a href="#">Sending of copy of notice to Special Education Appeals</a>	Approved	No
<a href="#">SE 32</a>	10/17/2014	<a href="#">Parent advisory council for special education</a>	Approved	Yes
<a href="#">SE 36</a>	10/17/2014	<a href="#">IEP implementation, accountability and financial responsibility</a>	Approved	Yes
<a href="#">SE 48</a>	10/17/2014	<a href="#">Equal opportunity to participate in educational, nonacademic, extracurricular and ancillary programs, as well as participation in regular education</a>	Approved	Yes
<a href="#">SE 54</a>	10/17/2014	<a href="#">Professional development</a>	Approved	Yes
<a href="#">SE 55</a>	10/17/2014	<a href="#">Special education facilities and classrooms</a>	Approved	Yes
<a href="#">CR 3</a>	10/17/2014	<a href="#">Access to a full range of education programs</a>	Approved	Yes
<a href="#">CR 7</a>	10/17/2014	<a href="#">Information to be translated into languages other than English</a>	Approved	Yes
<a href="#">CR 8</a>	10/17/2014	<a href="#">Accessibility of extracurricular activities</a>	Approved	Yes

<a href="#">CR 10A</a>	10/17/2014	<a href="#">Student handbooks and codes of conduct</a>	Approved	Yes
<a href="#">CR 10B</a>	10/17/2014	<a href="#">Bullying Intervention and Prevention</a>	Approved	Yes
<a href="#">CR 11A</a>	10/17/2014	<a href="#">Designation of coordinator(s); grievance procedures</a>	Approved	Yes
<a href="#">CR 17A</a>	10/17/2014	<a href="#">Use of physical restraint on any student enrolled in a publicly-funded education program</a>	Approved	Yes
<a href="#">CR 20</a>	10/17/2014	<a href="#">Staff training on confidentiality of student records</a>	Approved	Yes
<a href="#">CR 21</a>	10/17/2014	<a href="#">Staff training regarding civil rights responsibilities</a>	Approved	Yes
<a href="#">CR 23</a>	10/17/2014	<a href="#">Comparability of facilities</a>	Approved	Yes
<a href="#">CR 25</a>	10/17/2014	<a href="#">Institutional self-evaluation</a>	Disapproved	No

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## Progress Report Detail

### Hanover

### CPR/Program Review Onsite Year: 2013-2014


**Report Due Date: 10/17/2014**

#### CR Criterion #25 - Institutional self-evaluation

**CPR Rating** Not Implemented **Mandatory One-Year Compliance Date** 04/24/2015 [View Cap](#)

**Title/Role(s) of Responsible Person(s)** PPS Director Beverly Shea **Expected Date of Completion** 04/24/2015

**Required Elements of Progress Report(s)** Submit a copy of the institutional self-evaluation by October 17, 2014.

<b>*Description of Corrective Action Taken</b>	Enclosed is a copy of the Institutional Self Evaluation for the Hanover Public Schools.			
<b>Supporting Documentation</b>				
<b>Subject</b>	<b>Date Sent</b>	<b>Uploaded</b>	<b>Comment</b>	
 CR25documentation	10/16/2014	<a href="#">Yes - View</a>		

☒ **Complete**

For PQA Use Only			
Progress Report Status	<div>Disapproved</div>	Progress Report Status Date	<div>11/03/2014</div>
		Correction Status	<div>Not Corrected</div>
Department Comment (limit 512 characters)	A DESE CPR Self-Assessment Instrument was used for the district's self-evaluation; however, this does not allow the district to specifically analyze student enrollment and involvement in various district offerings and ensure equal access for all K-12 programming. The district should create an assessment tool that evaluates students' access to its programming and solicits information from members of the school community, such as students, parents, teachers, advisors, etc., then analyze this data collection.		
Progress Reports Required (Check all Due Dates that apply)	<b>Progress Report Due Date(s)</b> <input type="checkbox"/> 08/08/2014 <input checked="" type="checkbox"/> 10/17/2014 <input checked="" type="checkbox"/> 01/09/2015		
Required Elements of Progress Requirements (limit 512 characters)	Submit a district-created assessment tool used for analyzing student enrollment and involvement in various district offerings to ensure all students have equal access to all K-12 programming. Include a descriptive summary along with any other supporting evidence to show how this assessment tool will be used and indicate the staff involved in the district's self-evaluation. Additional supporting evidence may include meeting agendas, notes, staff communications, etc.		