

**Northbridge Coordinated Program
Review – Week of Nov. 17, 2008
Final Report Issued May 5, 2009**

Dept. of Elementary & Secondary Education (DESE) oversees local compliance through the coordinated review process every six years and a mid-cycle special education follow-up visit three years after the CPR

CPR Encompasses 3 Areas:

- Special Education – 19 criteria
- Civil Rights – 26 criteria
- English Learner Education – 18 criteria

How is the CPR completed?

- Review of documentation
- Interviews of staff
- Interviews of parents
- Review of student records
- Parent surveys
- Observation of classrooms and other facilities

Special Education

The Northbridge School District was in full compliance in the following areas:

- Participation in state and district-wide testing
- Outreach by the school district (child find)
- Least restrictive program selected
- IEP implementation & availability
- Parent participation in meetings
- Content of Team meeting notice to parents

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Special Education continued

- Parent advisory council for special education
- Involvement in general curriculum
- Continuum of alternative services and placements
- Equal opportunity to participate in educational, nonacademic, extracurricular and ancillary programs, as well as participation in regular education
- Use of paraprofessionals
- Facilities and classrooms

Special Education

Areas partially implemented:

- Parent Notice Letter - information not specific enough – staff training proposed for corrective action
- Monitoring of Out of District Placements – staff training and minimally 2 observations a year documented for corrective action
- Parental consent – staff training, documentation review to make sure consent received prior to testing – outstanding IEPs
- Communications are in English and primary language of the home – corrective action proposes district-wide changes to ensure primary language of the home is being offered for school meetings and documents when requested

Civil Rights

The Northbridge School District was in full compliance in the following areas:

- Access to a full range of educational programs
- Placement of male, female, homeless, disabled and students from all ethnicities and races
- School year schedules
- Structured learning time
- Accessibility of extracurricular activities
- Hiring and employment practices of prospective employers of students
- Student handbooks and codes of conduct
- Designation of coordinators; grievance procedures

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Civil Rights continued

- Continuous notice of nondiscrimination
- Counseling and counseling materials free from bias and stereotypes
- Non-discriminatory administration of scholarships, prizes, and awards
- School district employment practices
- Staff training regarding confidentiality of student records
- Curriculum review
- Institutional self-evaluation

Civil Rights

Areas Partially Implemented:

- Communication is not consistently provided if the primary language of the home is other than English – corrective action proposes district-wide changes to ensure primary language of the home is being offered for school documents when requested
- District was found not to have a process to ensure that individual teachers review all education materials for all types of discrimination and stereotypes – proposed corrective action includes staff training and the consistent utilization of a checklist

English Learner Education

The Northbridge School District was in full compliance in the following areas:

- Assessment
- MCAS
- Waiver procedures
- Program exit and readiness
- Parent involvement
- Instructional Grouping
- Follow-up Support
- Equitable Facilities

English Learner Education

Areas Partially Implemented:

- Initial identification – proposed corrective action is providing home language survey in English and two other languages most prominent in district – will be translated into any other language upon request
- Students with limited English proficiency are required to receive content instruction by teachers trained in sheltered English immersion – proposed corrective action includes summer offering of Category 2 training

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English Learner Education

Areas Partially Implemented: continued

- Parent notification – corrective action includes providing LEP parents/guardians with quarterly progress notes and report cards in language other than English upon request
- English Language Learner files were incomplete – corrective action includes checklist, review and completion of files by ELL teacher