

# **Massachusetts Department of Elementary and Secondary Education**

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75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-3700  
TTY: N.E.T. Relay 1-800-439-2370

December 4, 2014

Ms. Glenda Crookes, Executive Director  
Judge Rotenberg Educational Center  
240 Turnpike Street  
Canton, MA 02021

Re: Mid-cycle Review and Verification of previous Program Review Corrective Action Plan  
A - Judge Rotenberg Residential Program

Dear Ms. Crookes:

Enclosed is the Department of Elementary and Secondary Education's ("Department") Mid-cycle Review Report based upon the Mid-cycle Review conducted in your private school program in November 2014. Because the Department determined all requirements were found to be either fully implemented or commendable during the 2012 Program Review, this Mid-cycle Review Report includes a report on the status of selected Mid-cycle Review criteria as well as the implementation of new state or federal special education requirements enacted since your program's last Program Review.

We are pleased to indicate that the Department has found that your program is in substantial compliance with the selected Mid-cycle Review criteria as well as any new state or federal special education requirements enacted since your last Program Review. You and your entire staff are to be congratulated for your efforts in implementing all necessary improvements. Your program will now receive an updated status of "Full Approval." This approval shall remain in effect for three (3) years and will be contingent upon continued compliance with all regulations contained within 603 CMR 28.00 "Special Education Regulations" and 603 CMR 18.00 "Program And Safety Standards For Approved Public Or Private Day And Residential Special Education School Programs." The Department may change this approval status at any point during this three-year period if circumstances arise that warrant such a change.

The Department will notify you of your program's next regularly scheduled Program Review several months before it is to occur. At this time we anticipate the next routine monitoring visit to occur sometime during the 2017-2018 school year, unless the Department determines that there is some reason to schedule this visit earlier.

**Please be advised that the attached Department Approval Certificate must be conspicuously posted in a public place within the program as required by 603 CMR 28.09.**

Your staff's cooperation throughout these follow-up monitoring activities is appreciated. Should you require additional clarification of information included in our report, please do not hesitate to contact the Onsite Team Chairperson.

Sincerely,

Dee Wyatt, Mid-cycle Review Chairperson  
Program Quality Assurance Services

Darlene Lynch, Director  
Program Quality Assurance Services

c: Mitchell D. Chester, Ed.D., Commissioner of Elementary and Secondary Education

Encl.: Mid-cycle Review Report  
Full Approval Certificate, Expiration Date: August 31, 2018  
Judge Rotenberg Residential Program

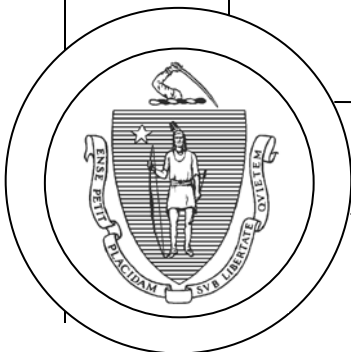


Massachusetts Department of  
**ELEMENTARY & SECONDARY  
EDUCATION**

**MID-CYCLE REVIEW REPORT**  
**Judge Rotenberg Educational Center**  
**MCR Onsite Date: 11/19/2014**

**Programs under review for the agency:**

**A - Judge Rotenberg Residential Program**



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Mitchell D. Chester, Ed.D.  
Commissioner of Elementary and Secondary Education

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## MID-CYCLE REVIEW REPORT

### PS Criterion #2.2 - Approvals, Licenses, Certificates of Inspection

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation indicated that there were current approvals, licenses and certificates of inspection for all buildings used by the students.

### PS Criterion #2.3 - EEC Licensure (Residential Programs Only)

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation indicated that there was a current license from the Department of Early Education and Care for all residential facilities.

### PS Criterion #6.1 - Daily Instructional Hours

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation indicated that all students were scheduled to receive the required number of instructional hours.

### PS Criterion #6.4 - School Days Per Year

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation indicated that the required number of school days was offered to all students.

### PS Criterion #8.5 - Current IEP & Student Roster

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation and student records indicated that there was a current IEP for each enrolled Massachusetts student that had been issued by the responsible public school district and consented to by the student's parent or student, when applicable, or documentation indicating the program's efforts to obtain such.

**PS Criterion #11.3 - Educational Administrator Qualifications**

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation indicated that the Educational Administrator possessed the required qualifications to serve in this position.

**PS Criterion #11.4 - Teachers (Special Education Teachers and Regular Education Teachers)**

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation submitted in the self assessment indicated that the teaching staff were appropriately licensed or had been granted an appropriate waiver.

**PS Criterion #11.5 - Related Services Staff**

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation indicated that the staff providing or supervising the provision of related services were appropriately certified, licensed or registered in their professional areas.

**PS Criterion #11.6 - Master Staff Roster**

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation indicated the Master Staff Roster contained the name, program job title, corresponding Uniform Financial Report (UFR) title number and full-time equivalent (FTE) for all staff. The Master Staff Roster also accurately corresponded to the last approved staffing plan as required.

**PS Criterion #11.12 - Equal Access**

**Rating:**

Implemented

**Basis for Findings:**

A review of documentation indicated that all students were provided with equal access to services, facilities, activities and benefits regardless of race, color, sex, gender identity, religion, national origin, sexual orientation, disability or homelessness.

**PS Criterion #14.2 - Food and Nutrition**

**Rating:**  
Implemented

**Basis for Findings:**  
A review of documentation indicated that all meals are included in the rate of the program, which makes breakfast and lunch available to publicly-funded students with disabilities as they would have access to such meals in their sending school district. A copy of the written plan describing the methods for purchase, storage, preparations and serving of food as well as the name and title of the person responsible for oversight of the purchase, storage and preparations were also submitted.

**PS Criterion #19 - Anti-Hazing**

**Rating:**  
Implemented

**Basis for Findings:**  
A review of student records and interviews indicated a copy of the anti-hazing legislation was received by all secondary school age students. Interviews also indicated that the program's anti-hazing disciplinary code approved by the Board of Directors had been distributed to all secondary school age students.

**PS Criterion #20 - Bullying Prevention and Intervention**

**Rating:**  
Implemented

**Basis for Findings:**  
A review of documentation and staff interviews indicated that the student admissions materials/handbook was updated to conform to the updated amended Bullying Prevention and Intervention Plan ("Plan") and was consistent with the amendments to the Massachusetts anti-bullying law, including making clear that a member of the school staff may be named as the "aggressor" or "perpetrator" in a bullying report. There was evidence of staff, students and parents/guardians having been annually notified in writing of the Plan and a professional development plan was in place for all staff, with evidence of its implementation provided.