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CORRINA WCISLO
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23 West Pelham Road
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LINDSAY RODRIGUEZ
DIRECTOR OF CURRICULUM
AND INSTRUCTION
c/o Leverett Elementary School
85 Montague Road
Leverett, MA 01054
978 910-1547

Re: Office of Language Acquisition (OLA) Tiered Focused Monitoring (TFM) Review

During the week of March 25, 2024 the Department of Elementary and Secondary Education's (DESE's) Office of Language Acquisition (OLA) will conduct a Tiered Focused Monitoring Review of (insert district/charter school). The Office of Language Acquisition reviews each district's and charter school's ELE program every six years to monitor compliance with federal and state English learner education laws and regulations. Areas of review will include English learners' student assessments, identification of English learners; what programs English learners are placed in, parent and community involvement, curriculum and instruction, student support services, licensure requirements for faculty, staff and administration, program plans, and evaluation and recordkeeping.

In addition to the onsite visit, parent outreach is an important part of the review process. The district will send a survey to the parents of students whose records the review team examines with. The survey focuses on key areas of their child's English learner education program. Survey results will be reviewed by OLA and they will contribute to the monitoring report. Parents and other individuals may call David Parker, Office of Language Acquisition Review Chairperson, at (781) 338-3466 to request a telephone interview. If an individual requires an accommodation, such as translation, to participate in an interview, DESE will make the necessary arrangements.

Within approximately 60 business days of the onsite visit, the review chairperson will provide the (district or charter school) with a report with information about areas in which the (district or charter school) meets or exceeds regulatory requirements and areas in which the (district or charter school) requires assistance to correct or improve practices. The report will be available to the public at <https://www.doe.mass.edu/ele/cpr/>.

Sincerely,

Corrina Wcislo

Corrina Wcislo
Director of Student Support Services

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Re: Public School Monitoring (PSM) Tiered Focused Monitoring (TFM) Review

During the week of March 25, 2024 the Department of Elementary and Secondary Education's Office of Public School Monitoring (PSM) will conduct a Tiered Focused Monitoring Review of Erving Union #28. The Office of Public School Monitoring visits each district and charter school every three years to monitor compliance with federal and state special education and civil rights regulations. Areas of review related to special education include student assessments, determination of eligibility, the Individualized Education Program (IEP) Team process, and IEP development and implementation. Areas of review related to civil rights include bullying, student discipline, physical restraint, and equal access to school programs for all students.

In addition to the onsite visit, parent outreach is an important part of the review process. The review chairperson from the Office of Public School Monitoring will send all parents of students with disabilities an online survey that focuses on key areas of their child's special education program. Survey results will contribute to the development of a report. During the onsite review, the Office of Public School Monitoring will interview the chairperson(s) of the district's Special Education Parent Advisory Council (SEPAC). Other onsite activities may include interviews of district staff and administrators, reviews of student records, and onsite observations.

Parents and other individuals may call Corrina Wcislo, Director of Student Support Services for Erving Union #28 at #978-910-1478 or the Department of Elementary and Secondary Education Public School Monitoring Chairperson, Sandra Hanig, by email at sandra.hanig@mass.gov or by phone at (413) 314-6707 to request a telephone interview. If an individual requires an accommodation, such as translation, to participate in an interview, the Department will make the necessary arrangements.

Within approximately 60 business days after the onsite visit, the review chairperson will provide the Erving Union #28 with a report with information about areas in which Erving Union #28 meets or exceeds regulatory requirements and areas in which Erving Union #28 requires assistance to correct or improve practices. The public will be able to access the report at <http://www.doe.mass.edu/psm/tfm/reports/>.

Sincerely,

Corrina Wcislo

Corrina Wcislo
Director of Student Support Services