

# Independent School Special Education Review Report

**REPORT**

August 30,  
2017

Community Schoolhouse

Submitted by  
Special Education Review Team



## Approval Recommendation

One year special education re-approval in the disability categories of; emotional disturbance (ED), specific learning disability (SLD), and other health impairment (OHI). One year initial approval in developmental delay (DD).

In addition, the AOE recommends that Community Schoolhouse implement the following prior to its next review:

- A. Provide an updated application and intake process to ensure that Community Schoolhouse does not accept students who qualify under an alternate disability category other than those it is approved to serve.
- B. Documentation system to be updated to include all of the following:
  1. Name of student
  2. Name, title, and licensure status of provider
  3. Duration of service, including date and time
  4. Type of service provided
  5. Signature or initials of individual providing service

## Rationale

Based on the rules for Special Education Approval for Independent Schools, The Community Schoolhouse did not adequately meet expectations because they are serving students outside the approved disability categories. The Agency finds that corrective actions made in the short term will ameliorate the problems and allow Community Schoolhouse to continue serving students it is currently approved to serve. The Agency will review in one year.

## School Description

Community Schoolhouse is seeking re-approval in the areas of; emotional disturbance (ED), specific learning disability (SLD), and other health impairment (OHI) with initial approval in developmental delay (DD).

## Review Description

Community Schoolhouse, located in Brattleboro, Vermont, was visited by Agency of Education staff on 5/17/2017. During the visit, the Agency employee interviewed staff, toured facilities, observed staff/student interactions and reviewed student files and IEPs. Comprehensive file reviews were conducted for four (4) Vermont students, grades K-8. The students reviewed qualified under the disability categories of emotional disturbance, other health impaired and developmental delay. Serving a student with developmental delay places Community Schoolhouse out of compliance as they are not approved to serve that disability category.

## Review Findings

2228.2 - Community Schoolhouse demonstrated the policies, procedures, staff training and resources to support students in the disability categories of; emotional disturbance (ED), specific learning disability (SLD), health impairment (OHI) and developmental delay (DD).

2228.3 - Community Schoolhouse demonstrated that they have written policies and/or procedures in the areas of: (1) admissions, (2) least restrictive environment, (3) discipline, (4) graduation, (5) faculty qualifications, and (6) faculty-student ratios.

2228.3.1 - Community Schoolhouse demonstrated evidence of minimum maintenance of (1) educational records, and coordination with LEA and parents through data and file review, (2) participation in evaluation and IEP procedures through IEP review, (3) implementation of IEPs through file review and progress reporting.

### **Note on Evidence**

Based on a review of three (3) IEPs and school documentation of schedules, staffing, and contract services, the following were not able to be confirmed:

- A. Special education services could not be confirmed as all available forms of documentation were missing one or more of the following:
1. Name of student
  2. Name, title, and licensure status of provider
  3. Duration of service, including date and time
  4. Type of service provided
  5. Signature or initials of individual providing service

2228.3.2 - Community Schoolhouse meets expectations regarding licensed staff. The special educators currently employed are licensed by the Vermont Agency of Education.

2228.4 - Community Schoolhouse demonstrated policies, procedures, and written agreements outlining tuition and the establishment of the division of legal responsibilities with regards to students on IEPs.

**Questions:** Contact Chris Kane at [chris.kane@vermont.gov](mailto:chris.kane@vermont.gov)