

**New Hampshire
Department of Education
Bureau of Special Education
Monitoring Review for Approval of
Private Provider Special Education
Programs**

**Mount Prospect Academy
Summary Report
2017-2018**

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Monitoring Visit Conducted on January 16 & 18, 2018
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Overview of the Mount Prospect Academy Program

Mount Prospect Academy, located at 354 Main Street in Plymouth, New Hampshire, is a special education approved program for boys in grades six through twelve. Mount Prospect Academy offers services to students who have a primary disability in any of the following categories:

Autism, Emotional Disturbance, Hearing Impairments, Intellectual Disability, Multiple Disabilities, Other Health Impairments, Specific Learning Disabilities, Speech-Language Impairments, and Visual impairments.

The goal of Mount Prospect Academy's program is to "provide students with the success-oriented experiences to increase their self-esteem and self-confidence while providing engaging learning opportunities." Their mission is "To Prepare Students for the Business of Life".

According to schedules submitted by Mount Prospect Academy students residing in the Plymouth, Campton, and Rumney residences are assigned to classrooms based upon their residential placement. Thus, students from each of the three residences work together in the same classrooms throughout the day.

The school year calendar is based upon a two-day rotation, in which one day students attend their assigned academic classroom at Mount Prospect Academy, and the other day, they are assigned to a "Vocational Classroom/Career and Technical Education".

Noteworthy Practices and Areas in Need of Refinement

Noteworthy Practices

During the monitoring visit, it was revealed that Mount Prospect Academy includes practices in their instruction and student expectations which are noteworthy. Such practices include:

- Mount Prospect Academy has discontinued the use of time-out rooms and has replaced those with a classroom in which students can self-select when they need some quiet time to work, process an incident with an adult, regroup, deescalate and reflect.
- A monthly school-wide theme that both the middle and high school students participate in for which there are corresponding units of study called "Pillars of Character". Photographs of famous role models throughout history are displayed with their accomplishments relative to character, resilience and/or leadership. Students' adherence to the "Pillars of Character" is highlighted throughout the school as individuals and groups.

- A student is chosen to be highlighted as “Student of the Week/Month” for exemplary behavior and participation.
- Mount Prospect Academy utilizes the “Why Try Program” which provides hands-on solutions and posters for dropout prevention, truancy reduction, violence prevention and increased academic success. This program develops resiliency skills and teaches social and emotional principles in a way that students can understand and remember.
- Utilization of a school-wide token program where students can earn “Mount Prospect Academy Bucks” to redeem at the school store is utilized. Students can earn these Mount Prospect Academy Bucks through adhering to the “Pillars of Character”, completing assignments, and complying with school and classroom expectations.

Areas in Need of Refinement

During the monitoring visit, it was revealed that Mount Prospect Academy had a number of areas in need of refinement. The NHDOE identified these areas, and potential remedies. Although these practices do not rise to the level of noncompliance, and therefore require no corrective actions, the NHDOE believes that the areas in need of refinement are significant enough to be addressed.

- While visiting Mount Prospect Academy’s “off-site classrooms”, it was revealed that there were multiple addresses that were referred to and used to describe the same location. For example, while visiting the “auto repair class”, the NHDOE was provided information that the address for this location was 1018 US Route 3, Campton. However, while on-site, it was noted that there were two other numbers on the building; one on the front of the building and a different one on the side of the building. Neither the Director of Academics nor the Executive Director could confirm the correct address for this location. According to the automotive teacher, it was revealed that the official 911 system address was 1024 Route 3, Plymouth. Mount Prospect Academy should consider checking with the local authorities (i.e.: 911) as to the legal address for each “off-site” location, and using that information, update all literature and references to locations to reflect this updated information, as well as to ensure that all staff is aware of the changes.
- Documentation provided by Mount Prospect Academy included many discrepancies in the names of the various education classrooms. An example of this is the auto repair class which had different names associated with this class. Mount Prospect Academy called it an “auto repair class at the auto shop” which is also referred to as “Livermore Auto” (a state inspection station) and is also referred to as “Becket Automotive School” when customers write checks for services provided at this business.

- Additionally, Mount Prospect Academy refers to the “auto repair class” as a course that is offered for 1 credit; however, no curriculum was submitted. In other materials, it was deemed a “vocational program” or a “vocational education component”, in other literature; it was also referred to as a “Career and Technical Education” opportunity. Mount Prospect Academy, in conjunction with their parent companies, should consider developing one consistent document which includes accurate names, exact addresses (in accordance with the 911 system) and consistent descriptions of each “off-site classroom”. The program should ensure that all staff across all companies are made aware of these updates, and are using the information accurately and consistently.
- Documentation provided by Mount Prospect Academy included many discrepancies in the names of the various residences. An example of this is “East Haverhill Academy” in Pike, NH. Other names provided included “East Haverhill Academy/Becket School” which is listed on the program approval letter from Department of Health and Human Services as being at 2056 Mt. Moosilauke Highway, Pike; also referred to as “Hall Farm Treatment Center” which is located at a different address – 1977 Mt. Moosilauke Highway, Pike; other literature uses the name “Connecticut River Academy” at 1977 Mt. Moosilauke Highway, Pike; and this location is also referred to as the “Red School House”. Mount Prospect Academy, in conjunction with their parent companies, should develop one consistent document which includes only one name for each location, exact addresses (per the 911 system), and consistent descriptions of each residential location that is utilized by Mount Prospect Academy. The program should ensure that all staff across all companies are made aware of these updates, and are using the information accurately and consistently.
- While on-site and in reviewing Mount Prospect Academy’s curriculum, class schedules, and program of studies, it was noted that there were inconsistencies as well as inter-changeable use of different class/course names for the same class/course. Mount Prospect Academy, in conjunction with their parent companies, should cross-reference and revise all curriculum materials to ensure that there is only one name for each class/course that is included in the curriculum, on the class schedules, within the program of studies, and in any of their associated company’s literature.
- The written job description for the position of “Director of Academics” includes performing 16 essential duties and responsibilities outlined in the written job description submitted. Some of the essential duties and responsibilities include:
 - Provide professional leadership in organizing, administering, supervising and evaluating the effective delivery of special education services;
 - Oversee all facets of the special education department including programs, services, personnel and budget;

- Ensures that all special services programs and activities conform to federal , state and district guidelines;
- Provides direct supervision and oversee the essential functions and general responsibilities of the academic case managers;
- Ensure that instructional objectives for a given subject and/or classroom are developed, and involve the faculty and others in the development of specific curricular objectives to meet the needs of students and the school program;
- Evaluate student progress in the instructional program by means that include the maintain of up-to -date student data;
- Take an active role in decision-making and assist in facilitation of positive outcomes for student with special needs;
- Provide activities which facilitate the professional growth of the academic faculty and enhance the quality of the instructional program while appraising performance.

Whereas Mount Prospect Academy is located at 354 Main Street in Plymouth, and there are multiple “off-site classrooms” in which students attend at any given time, it would be impossible for one person to oversee and implement all of the aforementioned essential duties. In order to visit each of the following “off-site classrooms”:

- 354 Main Street, Plymouth, (MPA approved location)
- 350 Main Street, Plymouth, (Residence with a ‘Culinary classroom’)
- 1024 Rt. 3, Campton (Local business-auto repair shop-“vocational classroom”)
- 19 Owl Street, Campton (Residence with a “classroom on-site” and “Culinary classroom”)
- 23 Depot Street, Campton (Residence with a “classroom on-site”)
- 254 Rt. 25, Warren (Residence with a “classroom on-site”)
- 1977 Mount Moosilauke Hwy, Pike (Residence with a “classroom on-site” and “vocational classrooms”).

The round trip drive from Mount Prospect Academy in Plymouth would be 62.5 miles of driving, and on a good day, without weather or traffic, and only inclusive of driving time, it would be an hour and 25 minutes in the car. The above list is not inclusive of visiting and overseeing any of the “community classrooms” which ranged in location from Plymouth to Ashland to Lincoln NH, nor did it include any of the other “off-site classrooms” mentioned in literature submitted, such as:

- Personal Fitness – The NHDOE was not provided this address;
- Outdoor Adventure – The NHDOE was not provided this address;
- Building Maintenance – The NHDOE was not provided this address;
- Carpentry – The NHDOE was not provided this address;
- Animal Husbandry – The NHDOE was not provided this address;
- Landscaping/Horticulture – The NHDOE was not provided this address;
- Building Trades – The NHDOE was not provided this address;
- School-to-Work – The NHDOE was not provided these addresses;
- Farm Management – The NHDOE was not provided this address; and
- Equine Assisted Therapy – The NHDOE was not provided this address

Mount Prospect Academy in conjunction with their associated companies may need to consider investing in the hiring of additional educational administrators in order to share the essential duties of the Director of Academics.

Overview of the Monitoring Review for Approval of Special Education Programs Process

The Special Education Monitoring Review for Approval of Private Provider Special Education Programs process ensures that students with educational disabilities have access to; can participate in; and can demonstrate progress within the general education curriculum, thereby improving student learning. The primary focus of the monitoring review is to improve educational results and functional outcomes for all children with disabilities.

Monitoring is done on a cyclical basis. During the year prior to monitoring, the New Hampshire Department of Education (NHDOE), Bureau of Special Education (Bureau) offers training to each private provider who is involved in the monitoring process. Training encompasses writing Measurable Annual Goals, Written Prior Notice, Self-Assessment, and a topic selected by the private provider based on current need. During this time, the private provider will be given the option to include a director from outside of their Local Education Agency (LEA) area to participate in the on-site file review, as well as at least one special education administrator from another private school who has been trained in the process by the Bureau. At the beginning of the school year in which the private provider is being monitored, the private provider will send the Bureau their completed application for renewal of Bureau special education approval/nonpublic school approval in addition to the program's policy and procedure manual and any special education forms that are used by the private program. Following a review of these documents, the monitoring team will conduct an on-site review in which student files are examined for evidence of implementation of the policies and procedures through the special education process. The Bureau will also conduct a follow-up review to verify the implementation of corrective actions as identified in the summary report.

The New Hampshire Department of Education, Bureau of Special Education review members for this monitoring review included Helene Anzalone, Lori Noordergraaf, Santina Thibedeau, Administrator of the Bureau of Special Education, and Patrice Chandler, Special Education Administrator from Seacoast Learning Collaborative

Procedures and Effective Implementation

Each private provider must have special education procedures, and effective implementation of practices that are aligned and support the implementation of IDEA and the *New Hampshire Standards for the Education of Children with Disabilities*.

The monitoring team reviewed the following special education procedures for compliance with State and Federal regulations regarding administration, confidentiality of information, program requirements, responsibilities of private providers of special education implementation of IEPs, behavioral interventions, RSA 126-U Limiting the use of child restraint practices in schools and treatment centers, qualifications and requirements for instructional, administrative and support personnel, change in placement or termination of enrollment, physical facilities, health and medical care, photography and audio-visual recording, and emergency planning and preparedness.

Based on the review of Mount Prospect Academy's special education procedures the monitoring team determined there were **13 findings of noncompliance**.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
1. Ed 1100; NH State Statutes; IDEA 2004	New Hampshire Standards for the Education of Children with Disabilities adopted March 23, 2017, NH State Statutes & IDEA 2004

Finding of Noncompliance: Mount Prospect Academy provided no evidence that the procedures manual had been updated to reflect current Standards, as it refers to the "New Hampshire Rules amended as of May 15, 2014", which is not the most current version.

Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must utilize current New Hampshire Standards for the Education of Children with Disabilities adopted March 23, 2017. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
2. Ed 1114.04(e)	Administration

Finding of Noncompliance: In reviewing Mount Prospect Academy's special education procedures the monitoring team found evidence of Mount Prospect Academy's philosophy, purposes, program orientation, types of services, characteristics of children to be served by the program, and the availability of the statement of purpose to the public upon request. However, there was no evidence provided to the monitoring team regarding short term aims. Mount Prospect Academy's Special Education Procedure plan referred to their "five overarching goals with short-term benchmarks"; however, evidence provided included only four goals and no benchmarks (short-term aims).

Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must include a description of short term aims. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
3. Ed 1114.04(c)(2); Ed 1119.01(b)(2)	Administration; Confidentiality Requirements
Finding of Noncompliance: Mount Prospect Academy provided no evidence of their written procedures for confidentiality requirements per Ed 1119.01(b)(2).	

Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must include written procedures for confidentiality requirements per Ed 1119.01(b)(2). Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
4. 34 CFR 300.622(b)(2)	Consent
Finding of Noncompliance: Mount Prospect Academy provided no evidence of a procedure regarding obtaining parental consent, or the consent of an eligible child who has reached the age of majority under State law, which must be obtained before personally identifiable information is released to officials of participating agencies providing or paying for transition services in accordance with §300.321(b)(3)	

Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must include procedures for obtaining parental consent, or the consent of an eligible child who has reached the age of majority under State law, before personally identifiable information is released to officials of participating agencies providing or paying for transition services in accordance with §300.321(b)(3). Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
5. 34 CFR 300.623(b)	Safeguards
Finding of Noncompliance: Mount Prospect Academy provided no evidence of the name of the one official at each participating agency who assumes responsibility for ensuring the confidentiality of any personally identifiable information.	

Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must identify the official who assumes responsibility for ensuring the confidentiality of any personally identifiable information. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
6. Ed 1114.05(a); Ed 1114.05(b)(1)	Program Requirements
Finding of Noncompliance: Mount Prospect Academy provided no evidence of written admission policies and procedures related to intake or a written description of admissions policies and criteria which it shall provide to all placing agencies and shall make available to the parent of any child referred for placement for students who attend the education program.	

Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must include written admission policies and procedures related to intake or a written description of admissions policies and criteria which it shall provide to all placing agencies and shall make available to the parent of any child referred for placement for students who attends the education program. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
7.34 CFR 300.102(a)(1);RSA 186-C:2(I); Ed 1114.04(b)(2)	Limitation—Exception to FAPE for Certain Ages; Definitions; Program Requirements
Finding of Noncompliance: In reviewing Mount Prospect Academy's special education procedures the monitoring team was unable to determine the age of children in care, as the special education procedures stated males 11-21 whereas other documents state males ages 11-20.	

Corrective Action Regarding the Implementation of the Regulations: Whereas IDEA and the New Hampshire Statutes state that a child with a disability and eligible for special education from 3 years of age or older but less than 21 years of age, it would appear that Mount Prospect Academy may have students attending the school who are not special education eligible.

When referring to the approved special education program, only students up to age 21 may be placed there.

Mount Prospect Academy must revise its special education procedures as well as all other documents referring to special education approval to reflect Federal and State regulations. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
8. Ed 1114.05(b)(5)	Program Requirements
Finding of Noncompliance: Mount Prospect Academy provided no evidence of the program's criteria for discharge.	

Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must include criteria for discharge. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
9. Ed 1114.12(c)	Change in Placement or Termination of Enrollment
Finding of Noncompliance: The Monitoring Team found evidence of a statement in Mount Prospect Academy's special education procedures plan which states that if the IEP team determines that the current placement cannot implement the IEP and provide FAPE, the "Program" shall immediately place the child in an approved facility or program which can implement the IEP and provide FAPE. The evidence presented implies that Mount Prospect Academy has the responsibility/authority to place a child in another placement; This is not the responsibility of a private provider, but rather the LEA and/or DCYF if applicable.	

Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must revise its special education procedures to reflect that if the IEP team determines that the current placement cannot implement the IEP and provide FAPE, the LEA and/or DCYF, if applicable, will be notified immediately for purposes of placing the child in an approved facility or program which can implement the IEP and provide FAPE. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
10. Ed 1114.16(d)(1)(2)	Physical Facilities
<p>Finding of Noncompliance: Mount Prospect Academy provided no evidence that the facilities at 354 Main Street, and classrooms utilized at other locations, are free from asbestos and lead paint.</p> <p>Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must provide written procedures to protect children from hazards such as the presence of asbestos and lead paint. Provide evidence that all classroom locations utilized by Mount Prospect Academy are free of lead and asbestos. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
11. Ed 1114.18(a)	Health and Medical Care
<p>Finding of Noncompliance: Mount Prospect Academy provided no evidence of written procedures to ensure that children with disabilities receive prompt and competent medical attention in the event of injury or illness while at the program or while participating in any program or activity while in the custody of the program.</p> <p>Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must include written procedures to ensure that children with disabilities receive prompt and competent medical attention in the event of injury or illness while at the program or while participating in any program or activity while in the custody of the program. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 3 months from the date of this report.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
12. RSA 189:64; Ed 1114.21	Emergency Response Plans; Emergency Planning and Preparedness
<p>Finding of Noncompliance: Mount Prospect Academy provided no evidence of written procedures for staff and children to follow in case of emergency, and no evidence of provisions for the evacuations of buildings and the assignment of staff during emergencies. According to the Mount Prospect Academy's special education procedures self-assessment, submitted to the NHDOE on October 13, 2017, these written procedures are "still being developed".</p> <p>Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must have written procedures for staff and children to follow in case of emergency, including provisions for the evacuation of buildings and assignment of staff during emergencies.</p> <p>Provide the revised procedures and a description of the method used to inform staff of the new processes to the NHDOE as soon as possible, but no later than 3 months from the date of this report.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
13. Ed 1126.02(b)(3)(e)	Criteria for Approval of Public and Non-Public Programs
<p>Finding of Noncompliance: Mount Prospect Academy provided no evidence of procedures regarding non-discriminatory testing practices.</p> <p>Corrective Action Regarding the Implementation of the Regulations: Mount Prospect Academy must include non-discriminatory testing practices in their special education procedures. Provide the revised procedures and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 3 months from the date of this report.</p>	

Private Provider Curriculum and Effective Implementation

As part of the review, the monitoring team looked for evidence that the Mount Prospect Academy is providing students with access to the general curriculum. The program is approved for grades 6-12, Middle and High School. The monitoring team reviewed the curriculum based upon the courses outlined in the Program of Studies provided by Mount Prospect Academy pursuant to Ed 306.261 & Ed 306.27.

Based on the review of the Mount Prospect Academy's curriculum, the monitoring team determined that there were **251 findings of noncompliance** in 34 areas.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
1. Ed 306.02(b); Ed 306.20; Ed 1402.01	Definitions; Career and Technical Education Programs; Regions

Finding of Noncompliance: Mount Prospect Academy is not approved for the operation of Career and Technical Education Programs. Contained within the materials submitted for the Monitoring Review of Private Provider Special Education Programs, as well as the information gathered and shared during the on-site visits on January 16 and 18, 2018, was information regarding Career and Technical Education Programs for the following:

- Automotive 1 credit
- Carpentry/Building Trades 1 credit
- Woodworking 1 credit
- Culinary Arts 1 credit
- Horticulture and Landscape design 1 credit
- Outdoor recreation 1 credit

Information was provided within a Career and Technical Education folder for the following courses (no credit amounts were noted):

- Animal Science
- Farm Management
- Forestry and Wildlife

Resulting in **1 finding of noncompliance**.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must either cease the use of the terms "Career and Technical Education Programs" in their literature, or adhere to the approval processes outlined in Ed 1400 Career and Technical Education.

Provide the updated materials or processes and a description of the method used to inform staff of these changes to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
2. Ed 306.27(b)(4)&(5)	Extended Learning Opportunities (ELO)
<p>Finding of Noncompliance: Mount Prospect Academy submitted a policy regarding the program's process for complying with Ed 306.27(b)(4)&(5), which outlines the program's policy and procedures for creating, maintaining, and monitoring extended learning opportunities for their students. Also included in this policy were sections entitled "Purpose"; "Roles and Responsibilities"; "Extended Learning Opportunities Initiated by the District"; "Application Evaluation Criteria"; "Appeal Process"; and "Program Integrity"; whereas the policy submitted includes responsibilities outlined for both Principals and ELO Coordinators, Mount Prospect Academy submitted no evidence of job descriptions for these positions, nor these specific staff members listed on their personnel roster. Additionally, it would appear that this policy was taken directly from the NHDOE website, as it was not personalized for the Mount Prospect Academy program, since "<i>the District</i>" was referred to throughout the document, resulting in 1 finding of noncompliance.</p>	
<p>There was no evidence that Mount Prospect Academy was following their ELO policy, nor was there evidence of the ELOs outlining how certified school personnel will oversee or coordinate an individual student's program; how the ELO is being aligned with graduation competencies, including but not limited to independent study, private instruction, team sports, performing groups, internships, community service and work study; and approved prior to the start of the ELO; nor evidence of the acknowledgment of achievement be based on a student's demonstration of graduation competencies as approved by a certified educator.</p>	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must adopt a policy and procedure document specifically for Mount Prospect Academy in accordance with the requirements outlined in Ed 306.27(b)(4)&(5), and implement the ELO policy and procedures with fidelity.</p>	
<p>Provide evidence that Mount Prospect Academy has an revised ELO Policy and Procedures document which is specific to Mount Prospect Academy and is in compliance with Ed 306.27(b)(4)&(5), as well as a description of the method used to inform staff of these changes to the NHDOE as soon as possible but no later than 6 months from the date of this report.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
3. Ed 306.37	English Language Arts and Reading Program
<p>Finding of Noncompliance: Mount Prospect Academy submitted curriculum materials for "English Language Arts" for grades 5 through 12. The NHDOE is unsure why Mount Prospect submitted curriculum for grade 5, as they are not approved for grade 5, resulting in 1 finding of noncompliance.</p>	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide the NHDOE with evidence of removal of "English Language Arts" curriculum for grade 5.</p>	
<p>Provide updated Mount Prospects Academy's Middle School English curriculum that includes the removal of this component to the NHDOE within 6 months from the date of this report.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
4. Ed 306.43	Mathematics Program
<p>Finding of Noncompliance: Mount Prospect Academy submitted curriculum materials for "Mathematics" for grades 5 through 12. The NHDOE is unsure why Mount Prospect submitted curriculum for grade 5, as they are not approved for grade 5, resulting in 1 finding of noncompliance.</p>	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide the NHDOE with evidence of removal of "Mathematics" curriculum for grade 5.</p>	
<p>Provide updated Mount Prospects Academy's Middle School Mathematics curriculum that includes the removal of this component to the NHDOE within 6 months from the date of this report.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
5. Ed 306.27(c)	High School Curriculum, Credits, Graduation Requirements, and Co-curricular Program
<p>Finding of Noncompliance: In reviewing Mount Prospect Academy's curriculum materials submitted, it was revealed that a total of 10 courses listed in the Program of Studies do not have a corresponding curriculum inclusive of: Physical Education titled "Personal Health and Fitness;" Information Communication and Technologies titled "Integrated Learning Lab;" English titled "Leadership & Literacy" grades 9-12; Math titled "Basic Skills" and "Special Math Topics;" Science titled "Robotics Engineering;" Social Studies titled "United States and New Hampshire Government" and "Global Studies;" and High School Technology/Engineering titled "Woodworking" and "Outdoor Recreation." Resulting in 10 findings of noncompliance.</p>	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must include curriculum for all required areas for high school graduation.</p>	
<p>Provide the curriculum for the areas listed and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
6. Ed 306.27	High School Curriculum, Credits, Graduation Requirements, and Ccocurricular Program
<p>Finding of Noncompliance: In reviewing Mount Prospect Academy's curriculum materials submitted, it was revealed that curriculum for 90 courses were not listed in the Program of Studies consisting of: "PLATO Introduction to Visual Arts;" "PLATO Professional Photography A & B;" PLATO Health Science 1A, 1B, 2A, 2B;" "PLATO Principles of Health Science;" "PLATO Getting Active;" "PLATO Improving Performance;" "PLATO Lifestyle;" "PLATO Computer Programming 1A & 1B;" "PLATO Computer Science 1A & 1B;" "PLATO Computing for College and Careers Semesters A & B;" "PLATO Electronic Communication Skills;" "PLATO Principles of Arts, Audio/Video Technology, and Communications;" "PLATO Principles of Information Technology 1A & 1B;" "PLATO Principles of Information Technology Semesters A & B;" "PLATO Introduction to Social Media;" "PLATO Academic Success;" "PLATO Electronic Communication Skills," "PLATO Introduction to Business Administration;" "PLATO Principles of Finance;" "PLATO Principles of Business, Marketing, & Finance;" "PLATO Principles of Marketing, Advertising, & Sales Promotion;" "PLATO Electronic Communication Skills;" "PLATO Introduction to Accounting;" "PLATO Introduction to Marketing;" "PLATO Introduction to Fashion Design;" "Adult Living," "Consumer Math," "PLATO Foundational Math;" "PLATO Integrated Math A & B;" "Grade 12 Math-Pre-calculus;" "PLATO Pre-calculus A & B;" "PLATO Advanced Calculus A & B;" "PLATO Integrated Learning Math A & B" for Math;" "PLATO Advanced Biology A & B;" "PLATO Chemistry A & B;" "PLATO Physics A & B;" "PLATO Integrated Physics and Chemistry A & B;" "PLATO Earth and Space Semester A & B;" "PLATO Life Science A & B;" "American Government;" "PLATO Psychology A & B;" "PLATO Social Issues;" "PLATO Sociology;" "PLATO Principals of Law, Public Safety, Corrections, and Security;" "PLATO Civics A & B;" "PLATO German 1A & 1B" "PLATO German 2A & 2B;" "PLATO Spanish 3A & 3B;" "PLATO Introduction to Veterinary Science;" "PLATO Principles of Architecture and Construction;" "PLATO Principles of Agriculture, Food, and Natural Resources;" "PLATO Medical Terminology;" "PLATO Principles of Engineering and Technology;" "PLATO Principles of Hospitality and Tourism;" "PLATO Principles of Manufacturing;" and "PLATO Principles of Transportation, Distribution, and Logistics." Resulting in 90 findings of noncompliance.</p>	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must include all courses offered for High School in the Program of Studies.</p>	
<p>Provide the updated program of studies for the areas listed and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
7. Ed 306.27(c)(2); Ed 306.33	Program of Studies - Business Education (9-12)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of courses offered in Business Technology, resulting in 1 finding of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Program of Studies to include a High School Business course in Business Technology.	
Provide the updated High School Program of Studies and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
8. Ed 306.27(c)(12); Ed 306.45	Program of Studies - Science Education (9-12)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of courses offered in Chemistry, Physics, and Earth Space Sciences, resulting in 3 findings of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Program of Studies to include a Chemistry, Physics, and Earth Space Sciences.	
Provide the updated High School Program of Studies and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
9. Ed 306. 27(c)(13); Ed 306.46	Program of Studies - Social Studies Program (9-12)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of courses offered in Sociology, Anthropology, Psychology, and 1 credit in Geography (only $\frac{1}{2}$ credit of Geography is currently offered), resulting in 3 findings of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Program of Studies to include Sociology, Anthropology, Psychology, and one credit in Geography.	
Provide the updated High School Program of Studies and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
10. Ed 306. 27(c)(14); Ed 306.47	High School Program of Studies – Technology/Pre-Engineering Program (9-12)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of courses offered in Energy and Power Technologies, Transportation, Alternative Energy, and Energy Conservation resulting in 4 findings of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Program of Studies to include Energy and Power Technologies, Transportation, Alternative Energy, and Energy Conservation.	
Provide the updated High School Program of Studies and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
11. Ed 306.27(c)(15); Ed 306.48	Program of Studies - World Languages Program (9-12)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of a 3rd year sequence in one World Language, resulting in 1 finding of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Program of Studies to include a third year sequence in one World Language.	
Provide the updated High School Program of Studies and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
12. Ed 306.261(b)(2)(a)	Middle School Arts Education (6-8)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of classes offered in Middle School Arts Education, resulting in 1 finding of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must offer Middle School Arts Education.	
Provide a description of the Middle School Arts Education classes along with the corresponding Middle School Arts Education curriculum, and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
13. Ed 306.261(b)(2)(e)	Middle School Family and Consumer Science Education (6-8)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of classes offered in Middle School Family and Consumer Science Education, resulting in 1 finding of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must offer Middle School Family and Consumer Science Education class.	
Provide a description of the Middle School Family and Consumer Science Education class along with the corresponding Middle School Family and Consumer Science Curriculum and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
14. Ed 306.261(b)(2)(c)	Middle School Health Education Program (6-8)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of classes offered in Middle School Health Education, resulting in 1 finding of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must offer Middle School Health Education class.	
Provide a description of the Middle School Health Education class along with the corresponding Middle School Health Education Curriculum and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
15. Ed 306.261(b)(2)(d)	Middle School Physical Education Program (6-8)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of classes offered in Middle School Physical Education Programs, resulting in 1 finding of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must offer Middle School Physical Education classes.	
Provide a description of the Middle School Physical Education classes along with the corresponding Middle School Physical Education Curriculum and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
16. Ed 306.261(b)(2)(f); Ed 306.42	Middle School Information and Communication Technologies Program (6-8)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of classes offered in Middle School Information and Communication Technologies Program, resulting in 1 finding of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must offer Middle School Information and Communication Technologies classes.	
Provide a description of the Middle School Information and Communication Technologies classes along with the corresponding Middle School Information and Communication Technology Curriculum and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
17. Ed 306.261(b)(2)(j); Ed 306.47	Middle School Technology/Pre-Engineering Education (6-8)
Finding of Noncompliance: Mount Prospect Academy provided no evidence of classes offered in Middle School Technology/Pre-Engineering Education, resulting in 1 finding of noncompliance .	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must offer Middle School Technology/Pre-Engineering classes.	
Provide a description of the Middle School Technology/Pre-Engineering classes and along with the corresponding Middle school Technology/Pre-Engineering Curriculum and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
18. Ed 306.31	Arts Education Program (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's High School Art curriculum submitted, consisting only of High School PLATO courses, there are 4 findings of noncompliance . The curriculum did not include required standards for safety and health issues associated with materials, tools, equipment, supplies and procedures; guidance in selecting and applying subject matter to express meaning in artwork; development of artistic skill over time; and critical thinking skills and artistic choices in the creation and evaluation of artworks.	

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Arts curriculum to include missing required standards mentioned above.

Provide the updated High School Arts curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
19. Ed 306.33	Business Education Program (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's High School Business curriculum submitted, which consisted only of a PLATO course, there are 8 findings of noncompliance . The curriculum for "Career Explorations" did not include safe and secure environmental controls. The curriculum for "Business Technology" did not include word processing applications; spreadsheet development; database management; electronic communications and internet services; graphics; desktop publishing including basic web design; and interactive media.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Business curriculum to include missing required standards mentioned above.	
Provide the updated High School Business curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
20. Ed 306.38	Middle School Family and Consumer Science Education(6-8)
Finding of Noncompliance: In reviewing Mount Prospect Academy's Middle School curriculum submitted, there is no evidence of a curriculum for "Family and Consumer Science" resulting in 17 findings of noncompliance . The curriculum did not include 7 required standards to prepare students for college, career and citizenship; promote optimal nutrition; use critical and creative thinking skills to promote problem solving in diverse family, community and work environments; demonstrate creative thinking skills; construct knowledge research, manage projects, and develop innovative products and processes using technology; solve problems; make informed decisions in regarding math, language arts and science; and manage the challenges of living and working in a diverse global society. The curriculum did not include 5 required standards that support 21st century learning skills. The curriculum did not include 5 required standards relating to a variety of assessments.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Middle School Family and Consumer Science curriculum to include missing required standards mentioned above.	
Provide the updated Middle School Family and Consumer Science curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
21. Ed 306.38	High School Family and Consumer Science Education (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's High School "Family and Consumer Science" curriculum submitted, there are 2 findings of noncompliance . The curriculum did not include the required standards for consumer and resource management and textiles and design.	

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its High School Family and Consumer Science curriculum to include missing required standards mentioned above.

Provide the updated High School Family and Consumer Science curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
22. Ed 306.40	Health Education Program (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's "Health" curriculum submitted, consisting only of a High School PLATO course, there are 8 findings of noncompliance . The curriculum did not include the ability to access valid health information, health-promoting products and services; analyze the effect of culture, media, technology, and other influences on health; interpersonal communications; goal-setting and decision making skills; advocate for personal, family, and community; tobacco use prevention; mental health; and community and environmental health.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Health Education curriculum to include missing required standards mentioned above.	
Provide the updated Health Education curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
23. Ed 306.41	Physical Education (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's "Physical Education" curriculum submitted, consisting only of a High School PLATO course, there are 6 findings of noncompliance . The curriculum did not include the ability to exhibit responsible personal and social behavior in physical activity settings; use a variety of motor skills to enhance physical, mental, social, and emotional development; improve social and cooperative skills; gain a multicultural perspective; use technology; and assessments that emphasize knowledge and skills in problem contexts.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Physical Education curriculum to include missing required standards mentioned above.	
Provide the updated Physical Education curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
24. Ed 306.42	Information & Communication Technologies Program (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's "Information and Communication Technology" curriculum submitted, consisting only of PLATO courses, there were 11 findings of noncompliance . There was no evidence of the 11 required standards for digital portfolios.	

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Information and Communication Technologies curriculum to include missing required standards mentioned above.

Provide the updated Information and Communication Technologies curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
25. Ed 306.42	Middle School Information & Communication Technology (6-8)

Finding of Noncompliance: In reviewing Mount Prospect Academy's "Information and Communication Technology" curriculum submitted, consisting only of High School PLATO courses, there are **5 findings of noncompliance**. The curriculum did not include integrating Science; integrating World Languages; demonstrating use common productivity and web-based software; configuring computers and basic networks; and opportunities for students who demonstrate ICT competencies through digital portfolios by the end of 8th grade to take a higher level computer course at the High School to meet the $\frac{1}{2}$ credit requirement.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Middle School Information and Communication Technology curriculum to include missing required standards mentioned above.

Provide the updated Middle School Information and Communication Technology curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
26. Ed 306.37	Middle School English/Language Arts and Reading Program (6-8)

Finding of Noncompliance: In reviewing Mount Prospect Academy's Middle School "English" curriculum submitted, consisting only of the Expeditionary Learning Program and PLATO courses, there is **1 finding of noncompliance**. The curriculum did not include the required standard for acquiring new reading skills and fluency through remedial, developmental, and enrichment programs.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Middle School English curriculum to include missing required standards mentioned above.

Provide the updated Middle School English curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
27. Ed 306.43	Middle School Mathematics (6-8)

Finding of Noncompliance: In reviewing Mount Prospect Academy's Middle School "Mathematics" curriculum submitted, whereby only PLATO courses were able to be reviewed since other evidence did not constitute a curriculum, there are **6 findings of noncompliance**. The curriculum did not include communication of mathematical ideas through speaking and writing; connections of mathematical ideas across disciplines; mathematical concepts that include concrete experiences to the abstract level using manipulatives, technology, and the environment; historical and cultural development of mathematics; positive attitudes toward mathematics; and incorporate multiple mathematical ideas, research, technology.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Middle School Mathematics curriculum to include missing required standards mentioned above.

Provide the updated Middle School Mathematics curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
28. Ed 306.43	High School Mathematics Program (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's High School "Mathematics" curriculum submitted, whereby only PLATO courses were able to be reviewed since other evidence did not constitute a curriculum, there are 10 findings of noncompliance . The curriculum did not include communication of ideas through speaking and writing; mathematical ideas and across disciplines; build and construct knowledge and understanding of mathematical concepts using concrete experiences and interactions with manipulatives, technology, and the environment; explore the historical and cultural development of mathematics; various careers and research of math requirements in college majors; solve mathematical problems in real-life situations; mathematical patterns; making predictions; mathematical ideas, research, and technology; and mathematical communication.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its High School Mathematics curriculum to include missing required standards mentioned above.	
Provide the updated High School Mathematics curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
29. Ed 306.45	Middle School Science Education (6-8)
Finding of Noncompliance: In reviewing Mount Prospect Academy's Middle School "Science" curriculum submitted, whereby only PLATO courses were able to be reviewed since other evidence did not constitute a curriculum, there are 5 findings of noncompliance . The curriculum did not include process skills of inferring; science and technology related careers; using controlled variables; and developing spreadsheets and creative representations; and designing computer images and representations.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Middle School Science curriculum to include missing required standards mentioned above.	
Provide the updated Middle School Science curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
30. Ed 306.45	High School Science Education (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's High School "Science" curriculum submitted for Science, whereby only High School PLATO courses were reviewed since other evidence did not constitute a curriculum, there are 11 findings of noncompliance . The curriculum for "Physical Science" did not include conservation of energy in nuclear phenomena. The curriculum for "Chemistry" did not include reactions of matter such as acids, bases, oxidation-reduction, electrochemistry, equilibrium, and kinetics. The curriculum for "Physics" did not include atomic and nuclear physics. The curriculum for Earth Space Science did not include concepts that the earth is a unique member of our solar system located in a galaxy, within the universe; and is a complex planet with 5 interacting systems.	

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its High School Science curriculum to include missing required standards mentioned above.

Provide the updated High School Science curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
31. Ed 306.46 Finding of Noncompliance: In reviewing Mount Prospect Academy's Middle School "Social Studies" curriculum submitted, evidence did not constitute as curriculum, resulting in 7 findings of noncompliance . The curriculum did not include civics, economics, geography, government, and history; citizenship in the school and community; the constitutions of the United States and New Hampshire; use information to clarify issues and seek solutions to societal problems; apply critical thinking, interpersonal relations, and decision-making skills in problem-solving; the well-being of the home, school, communities state, nation, and world; careers in history, the humanities, and the social sciences.	Middle School Social Studies Program (6-8) Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its Middle School Social Studies curriculum to include missing required standards mentioned above. Provide the updated Middle School Social Studies curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
32. Ed 306.46 Finding of Noncompliance: In reviewing Mount Prospect Academy's High School "Social Studies" curriculum submitted, whereby only PLATO courses were able to be reviewed since other evidence did not constitute a curriculum, there are 3 findings of noncompliance . The curriculum did not include civics, New Hampshire history, and related areas of Sociology, Anthropology, and Psychology; participation and citizenship in the life of the community, the state, the nation, and the world; critical thinking, effective decision making, and human relations skills.	 Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update its High School Social Studies curriculum to include missing required standards mentioned above. Provide the updated High School Social Studies curriculum that includes the required components and a description of the method used to inform staff of the revision to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
33. Ed 306.47 Finding of Noncompliance: Mount Prospect Academy did not submit evidence of a curriculum for Middle School "Technology/Pre-Engineering Education" resulting in 19 findings of noncompliance .	 Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must have a Middle School Technology/Pre-Engineering curriculum. Provide the Middle School Technology/Pre-Engineering curriculum that includes all of the required components and a description of the method used to inform staff to the NHDOE as soon as possible, but no later than 6 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
34. Ed 306.48	High School World Languages Program (9-12)
Finding of Noncompliance: In reviewing Mount Prospect Academy's World Language curriculum submitted, consisting only of PLATO courses, there are 6 findings of noncompliance . The curriculum did not include contributions of other cultures and within American culture; other societies' contributions to the human experience; global interdependence; elements of classical and/or modern languages; and developing career with the study of world languages.	

Personnel

The Bureau of Special Education has reviewed the Mount Prospect Academy personnel certifications using the New Hampshire Educator Information System. The review process was for educators employed during 2017-2018 school year.

The personnel roster that was provided by the Mount Prospect Academy was compared to the data in the New Hampshire Educator Information System. Each personnel member's endorsement was matched to the subject/assignment. This process was used for personnel that hold Beginning Educator Certification (BEC) and Experienced Educator Certification (EEC). If the endorsement was appropriate to the subject/ assignment then the renewal date of the endorsement was verified to ensure that the endorsement was current.

If there was a discrepancy between endorsement and the subject/assignment, the private provider was given an opportunity to verify the data. If the discrepancy could not be resolved a finding of noncompliance was made based on Personnel Standards pursuant to Ed 1114.10(a), 34 CFR 300.18, and 34 CFR 300.156.

Based on the review of the Mount Prospect Academy's personnel certifications, the monitoring team determined there were **90 findings of noncompliance** in 6 areas.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
1. Ed 1114.10(e)	Qualifications and Requirements for Instructional, Administrative, and Support Personnel

- Special Education Teacher
- Director of Academics
- Dean of Students and
- Classroom Teacher

No job description was provided for the following positions:

- 1:1 Behavior Support,
- Academic Case Manager,
- Adult Living Teacher,
- English,
- Food Service Director,
- Guidance,
- Health and PE,
- Library and Tech Ed,
- Library Media,
- Music Teacher,
- School to Work Coordinator,
- Title 1 Instructor,
- Transition Specialist,
- Vocational Coordinator,
- Vocational Teacher Assistant, and
- Vocational Instructor, resulting in **16 findings of noncompliance**.

The following job descriptions had no certification requirements, class assignment, corresponding grade levels, or curriculum:

- "Academic Case Manager",
- "Food Service Director",
- "Guidance",
- "School to Work Coordinator",
- "Title 1 Instructor",
- "Transition Specialist",
- "Vocational Coordinator",
- "Vocational Teacher",
- "Assistant Vocational Instructor", and
- "Adult Living Teacher", resulting in **10 findings of noncompliance**.

Mount Prospect Academy cannot create teaching positions which have no associated certifications, class assignment or corresponding curriculum. Individuals can only be employed as teachers when there is an associated certification, class assignment and corresponding curriculum.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide a revised personnel roster which includes a class assignment and grade level for each staff member.

Mount Prospect Academy must provide written job descriptions covering all staff positions while using job titles that have a direct connection to a teaching certification area as well as an associated class including specific grade level(s), and corresponding curriculum. Provide a description of the method used to inform staff to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
2. Ed 1114.10(e)	Qualifications and Requirements for Instructional, Administrative, and Support Personnel

Finding of Noncompliance: Mount Prospect Academy provided a personnel roster which, out of a total of 49 people listed on the roster, (4 of whom were consultants), 26 of the 45 staff members listed had no course(s) taught or assignment listed, resulting in **26 findings of noncompliance**.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide an updated personnel roster which includes specific course(s) taught, each staff member or contracted personnel's full legal names, (as they appear on the person's credentials and endorsements), the grade levels to which they are assigned, and any additional job descriptions as related to new positions as well as a description of the method used to inform staff to the NHDOE as soon as possible but no later than 3 months from the date of this report.

Send to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
3.34 CFR 300.156; Ed 1114.10(a)	Personnel Qualifications; Qualifications and Requirements for Instructional, Administrative, and Support Personnel

Finding of Noncompliance: In reviewing Mount Prospect Academy's personnel, there were **21 staff members** identified with teaching roles, however they do not have any teaching credentials resulting in **21 findings of noncompliance**:

- **1 staff member** with no teaching credentials was listed as "Academic Case Manager"
- **3 staff members** with no teaching credentials were listed as "Adult Living Teachers"
- **2 staff members** with no teaching credentials were listed as "Classroom Teacher"
- **1 staff member** with no teaching credentials was listed as "Dean of Students "
- **1 staff member** with no teaching credentials was listed as "Food Service Director"
- **1 staff member** with no teaching credentials was listed as "School to Work Coordinator"
- **1 staff member** with no teaching credentials was listed as "Special Education Teacher"
- **1 staff member** with no teaching credentials was listed as "Title 1 Instructor"
- **1 staff member** with no teaching credentials was listed as "Transition Specialist"
- **1 staff member** with no teaching credentials was listed as "Vocational Coordinator", and
- **8 staff members** with no teaching credentials were listed as "Vocational Instructor"

Corrective Action regarding the Implementation of the Regulations: Each non-credentialed individual must be immediately removed from their teaching assignment.

Mount Prospect Academy must hire or contract with teachers that currently hold appropriate credentials.

Provide the updated personnel roster which includes each staff member or contracted personnel's full legal names, as they appear on the person's credentials and endorsements, the job title for each, the specific class being taught by each person, the grade levels to which they are assigned, and any additional job descriptions as related to new positions, as well as a description of the method used to inform staff of the changes. Send to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
4.34 CFR 300.156; Ed 1114.10(a)	Personnel Qualifications; Qualifications and Requirements for Instructional, Administrative, and Support Personnel

Finding of Noncompliance: Mount Prospect Academy did not provide any evidence that they have certified teachers or consultants in the following content areas, resulting in **7 findings of noncompliance**:

- **Business Education**
- **World Language,**
- **Reading/Writing Specialist or Teacher,**
- **Health Education;**
- **Comprehensive Technology Education Teacher;**
- **Family and Consumer Science Teacher;**
- **Physical Science Teacher**

Corrective Action regarding the Implementation of the Regulations:

Mount Prospect Academy must hire or contract with teachers that currently hold appropriate credentials in each area listed above.

Provide the full legal names as they appear on their credentials and endorsements of each certified staff or contracted teacher for each of the content areas above, as well as their individual assignment and grade levels taught as well as a description of the method used to inform staff to the NHDOE as soon as possible but no later than 3 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
5.34 CFR 300.156; Ed 1114.10(a)	Personnel Qualifications; Qualifications and Requirements for Instructional, Administrative, and Support Personnel
Finding of Noncompliance: In reviewing Mount Prospect Academy's personnel there was <ul style="list-style-type: none"> • 1 staff member with a subject/assignment in World Language; however is not credentialed in World Language, resulting in 1 finding of noncompliance. 	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide the NHDOE with evidence that resolves this discrepancy as well as a description of the method used to inform staff to the NHDOE as soon as possible but no later than 3 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
6.34 CFR 300.156; Ed 1114.10(a)	Personnel Qualifications; Qualifications and Requirements for Instructional, Administrative, and Support Personnel
Finding of Noncompliance: In reviewing Mount Prospect Academy's personnel of the 9 staff members listed with a job title of a "Classroom Teacher" for grades 6 through 12, each with a subject/assignment in English Language Arts, Math, Science and Social Studies there were: <ul style="list-style-type: none"> • 2 staff members with no certifications (each non-credentialed individual must be immediately removed from their teaching assignment) 1 staff member was certified in Elementary K-6 only; • 1 staff member was certified in Art only; • 1 staff member was certified in Social Studies for grades 5-12; • 1 staff member was certified in Math for grades 7-12; • 1 staff member was certified in Elementary K-8; • 1 staff member had an assignment in Science grades 6-12, and although they are credentialed in Middle School Science grades 5-9 and Life Science in grades 7-12, the staff member is not credentialed to teach Physical Science; and • 1 staff member had a job title of "Classroom Teacher"; however has no specific course taught/assigned for any grade levels, resulting in 9 findings of noncompliance. 	
Corrective Action regarding the Implementation of the Regulations: Teachers need to be appropriately credentialed for the roles in which they serve. Mount Prospect Academy must provide the NHDOE with evidence that resolves these discrepancies as well as a description of the method used to inform staff to the NHDOE as soon as possible but no later than 3 months from the date of this report.	

Mount Prospect Academy was notified of the concerns listed above via email on January 11, 2018 and at the on-site on January 16, 2018.

Approval Requirements

Each private provider must meet the requirements for special education program approval pursuant to The Individuals with Disabilities Education Improvement Act (IDEA) (2004), The New Hampshire Standards for the Education of Children with Disabilities, and New Hampshire State Statutes (RSA 186-C:5, RSA 189:64). If seeking nonpublic school approval each private provider must meet the requirements of The New Hampshire Rules for the Approval of Nonpublic Schools (Ed 400, 2005).

The monitoring review for the approval of private provider special education programs includes an application with specified materials that must be submitted to the Bureau by October 15 in the year they are monitored.

Based on the review of the Mount Prospect Academy's application materials, the monitoring team determined there were **19 findings of noncompliance**.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
1. RSA 189:24; Ed 1114.16(c); Ed 306.07; Ed 403.02(a)(2); Chapter Saf-C 6000	Standard School; Physical Facilities; School Facilities; Application for Continued Approval Status for Attendance Purposes; State Fire Code

Finding of Noncompliance: In reviewing Mount Prospect Academy's application materials submitted the Monitoring Review for Approval of Private Provider Special Education Programs, Mount Prospect Academy did not provide any School Fire and Life Safety inspections for the following locations:

- **Automotive 1024 US Rt. 3, Plymouth, NH;**
- **Woodshop 1024 US Rt. 3 Plymouth, NH;**
- **Culinary(4 different instructors- two different locations) 350 Main St. Plymouth, NH & 19 Owl Street, Campton, NH;**
- **Personal Fitness--The NHDOE was not provided this address;**
- **Outdoor Adventure--The NHDOE was not provided this address;**
- **Building Maintenance--The NHDOE was not provided this address;**
- **Carpentry--The NHDOE was not provided this address;**
- **Animal Husbandry--The NHDOE was not provided this address;**
- **Landscaping/Horticulture--The NHDOE was not provided this address;**
- **Building Trades--The NHDOE was not provided this address;**
- **School-to-Work--The NHDOE was not provided these addresses;**
- **Farm Management--The NHDOE was not provided this address; and**
- **Equine Assisted Therapy The NHDOE was not provided this address**

The Director of Academics informed the monitoring team during the visit that Becket House at Warren located at 254 NH Rt. 25 in Warren was not used for educational purposes.

There was no evidence of School Fire and Life Safety inspections for any of the above.

Pursuant to Ed 1114.16(c), All physical facilities in each private provider of special education or other non-LEA program used for any purpose for the education of children with disabilities shall be in compliance with New Hampshire health and fire regulations for non-public schools as established by public health statute RSA 200:11, Ed 306.07(a)-(b), Safe-C 6000, and New Hampshire school building standards as required under Ed 403.01(c) to ensure the comfort and health of children enrolled in the facility or program.

Corrective Action regarding the Implementation of the Regulations: There was no evidence of School Fire and Life Safety inspections for any of the above.

Pursuant to Ed 1125.02(e)(7), Mount Prospect Academy must immediately cease operating the above off-site vocational classrooms/career and technical education (CTE) programs until all current Health, Fire and Life Safety Inspections have been completed. Students currently participating in these off-site vocational classrooms/CTE programs must be immediately transitioned to classes with certified individuals, established curriculum, current health inspections, and current fire/life safety inspections.

Provide the current Health and Fire and Life Safety inspections that are completed by an authorized inspector, and include all the inspection checklist components, the date of inspection and inspector's signatures for all identified buildings that Mount Prospect Academy has indicated are used for education as soon as possible, but no later than **2 weeks** from the date of this report.

Provide a list of SASID numbers to show which students were attending each of the off-site vocational /CTE classes as well as the approved program name and exact address of the program that students are being transitioned to. Send this information to the NHDOE as soon as possible but no later than **2 weeks** from the date of this report.

Send to the NHDOE a description of the method used to inform staff of these revisions as soon as possible but no later than **2 weeks** from the date of the report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
2. RSA 189:24; Ed 1114.16(c); Ed 306.07; Ed 403.02(a)(2)	Standard School; Physical Facilities; School Facilities; Application for Continued Approval Status for Attendance Purposes

Finding of Noncompliance: In reviewing Mount Prospect Academy's application materials submitted the Monitoring Review for Approval of Private Provider Special Education Programs, Mount Prospect Academy did not provide any current Health Inspections for the following locations:

- **Automotive 1024 US Rt. 3, Plymouth, NH;**
- **Woodshop 1024 US Rt. 3 Plymouth, NH;**
- **Culinary(4 different instructors- two different locations) 350 Main St. Plymouth, NH & 19 Owl Street, Campton, NH;**
- **Personal Fitness --The NHDOE was not provided this address;**
- **Outdoor Adventure--The NHDOE was not provided this address;**
- **Building Maintenance--The NHDOE was not provided this address;**
- **Carpentry--The NHDOE was not provided this address;**
- **Animal Husbandry--The NHDOE was not provided this address;**
- **Landscaping/Horticulture--The NHDOE was not provided this address;**
- **Building Trades--The NHDOE was not provided this address;**
- **School-to-Work--The NHDOE was not provided these addresses;**
- **Farm Management--The NHDOE was not provided this address; and**
- **Equine Assisted Therapy--The NHDOE was not provided this address**

The Director of Academics informed the monitoring team during the visit that Becket House at Warren located at 254 NH Rt. 25 in Warren was not used for educational purposes.

There was no evidence of Health inspections for any of the above.

Pursuant to Ed 1114.16(c), All physical facilities in each private provider of special education or other non-LEA program used for any purpose for the education of children with disabilities shall be in compliance with New Hampshire health and fire regulations for non-public schools as established by public health statute RSA

200:11, Ed 306.07(a)-(b), Safe-C 6000, and New Hampshire school building standards as required under Ed 403.01(c) to ensure the comfort and health of children enrolled in the facility or program.

Corrective Action regarding the Implementation of the Regulations: There was no evidence of Health inspections for any of the above.

Pursuant to Ed 1125.02(e)(7), Mount Prospect Academy must immediately cease operating the above off-site vocational classrooms/career and technical education (CTE) programs until all current Health, Fire and Life Safety Inspections have been completed. Students currently participating in these off-site vocational classrooms/CTE programs must be immediately transitioned to classes with certified individuals, established curriculum, current health inspections, and current fire/life safety inspections.

Provide the current Health and Fire and Life Safety inspections that are completed by an authorized inspector, and include all the inspection checklist components, the date of inspection and inspector's signatures for all identified buildings that Mount Prospect Academy has indicated are used for education as soon as possible, but no later than **2 weeks** from the date of this report.

Provide a list of SASID numbers to show which students were attending each of the off-site vocational /CTE classes as well as the approved program name and exact address of the program that students are being transitioned to. Send this information to the NHDOE as soon as possible but no later than **2 weeks** from the date of this report.

Send to the NHDOE a description of the method used to inform staff of these revisions as soon as possible but no later than **2 weeks** from the date of the report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
3.34 CFR 300.39(b)(3)(ii); Ed 1114.05(g)	Special Education; Program Requirements

Finding of Noncompliance: In reviewing Mount Prospect Academy's Curriculum submitted as a part of their application materials submitted for the Monitoring Review for Approval of Private Provider Special Education Programs, Mount Prospect Academy did not provide curriculum for the following:

- **Automotive;**
- **Woodshop;**
- **Culinary(4 different instructors- two different locations);**
- **Personal Fitness;**
- **Outdoor Adventure;**
- **Building Maintenance;**
- **Carpentry;**
- **Animal Husbandry;**
- **Landscaping/Horticulture;**
- **Building Trades;**
- **School-to-Work;**
- **Farm Management; and**
- **Equine Assisted Therapy**

There was no evidence a curriculum for any of the above.

Mount Prospect Academy is operating additional programs which are referred to by Mount Prospect Academy as "off-site vocational classrooms", "school-to-work sites", and/or "Career and Technical Education (CTE) that are not approved by the NHDOE, Bureau of Special Education (Bureau), nor are they approved by the New Hampshire Department of Labor (NHDOL) as a School-to-Work site, nor are they approved by Career and Technical Education (CTE).

This matter will be referred to the NHDOL and to CTE for further review.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide the curriculum for all of the above "off-site vocational classrooms"/ "career and technical education (CTE) programs" **as soon as possible, but no later than 6 months** from the date of this report. Students currently working in these businesses must be immediately removed.

Provide the NHDOE with SASID Numbers and updated Daily Schedules indicating the new course(s) for each student who was attending these "off-site vocational classrooms", "school-to-work sites", and/or "Career and Technical Education (CTE) as soon as possible, but no later than **2 weeks** from the date of this report as well as a description of the method used to inform staff.

Mount Prospect Academy must provide the Bureau with **monthly and ongoing updates** for all NHDOL and CTE findings of noncompliance, including consistent, on-going updates on progress or changes made to these programs, any corrective actions, as well as evidence of verification of corrections regarding all of the above programs until all areas are verified as corrected and in compliance with the regulations governing NHDOL and CTE as well as a description of the method used to inform staff.

Send to the NHDOE a description of the method used to inform staff of these revisions as soon as possible but no later than **6 months** from the date of the report as well as the method used to inform staff.

The Bureau will review evidence of the corrective action at a subsequent on-site visit.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
4. Title XXIII Labor Sect 279:22-aa I&II	New Hampshire Department of Labor (NHDOL)
Finding of Noncompliance: In reviewing Mount Prospect Academy's materials submitted as a part of their application for the Monitoring Review for Approval of Private Provider Special Education Programs, several businesses were listed as either a "vocational classroom", a "school to work site", or a "community classroom". None of these businesses are currently approved by the NHDOL as they are not listed on their "approved site list".	Mount Prospect Academy has failed to comply with Labor Sect 279:22-aa I & II, as they have not followed the special provisions established to apply for and receive NHDOL approval for students participating in state-sponsored Work Experience and Career Exploration /Work Study Programs in accordance with 29 CFR 570.36-37
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately stop the practice of sending students to local businesses, and follow the guidelines provided in Section 279:22-aa I & II to apply for all Work Experience and Career Exploration /Work Study Programs /vocational placements to be considered for Department of Labor approval to ensure compliance with all state and federal labor laws and so that the Labor Commissioner may determine whether or not to establish a practical experience/training program at a sub-minimum wage or no wage rate for high school students and students with disabilities to work for practical experience. Students currently working in these businesses must be immediately removed.	Provide the NHDOE with SASID Numbers and updated Daily Schedules indicating the new course(s) for each student who had been placed at local businesses during the school day. Provide the evidence that students are no longer placed at local businesses during the school day as soon as possible but no later than 2 weeks from the date of this report, as well as a description of the method used to inform staff of these revisions.
Provide the evidence of compliance with NHDOL Title XXIII Labor Sect 279:22-aa I&II as soon as possible, but no later than 3 months of the date of this report, as well as a description of the method used to inform staff of these revisions.	The NHDOE will refer this matter to the NHDOL for further review.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
5. Title XXIII Labor Chap 276-A	Youth Employment Law
<p>Finding of Noncompliance: During NHDOE compliance on-site visits, an eleven-year old was observed working in the kitchen at Mount Prospect Academy's Plymouth residential location (350 Main St. Plymouth, NH). Mount Prospect Academy is in violation of the Youth Employment Law (276-A:4V) which states that "No youth under 12 years of age may be employed or permitted to work except for his parents, grandparents or guardians or at work defined in this chapter as casual (employment of no more than 3 calendar days for any one employer).</p>	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately stop the practice of allowing youth under the age of 12 to work in the kitchen at any location. Students under the age of 12, who are currently working in kitchens, must be immediately removed.</p>	
<p>Provide the SASID numbers and updated Daily Schedule indicating the new course(s) for each student under the age of 12 who had been working in kitchens. Provide evidence that youth under the age of 12 are no longer placed in the kitchen during the school day. Send to the NHDOE soon as possible, but no later than 2 weeks from the date of the report, as well as a description of the method used to inform staff of these revisions.</p>	
<p>The NHDOE will refer this matter to the NHDOL for further review.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
6. Title XXIII Labor Chap 276-A	Youth Employment Law
<p>Finding of Noncompliance: Mount Prospect academy is in violation of Federal Child Labor Provisions detailed in 29 CFR 570 Subpart C (Child Labor Regulation No. 3) regarding the following:</p>	
<p>14 and 15 year-olds may not be employed:</p> <ul style="list-style-type: none"> • during school hours except as provided in Work Experience and Career Exploration Programs and Work Study Programs • more than 3 hours a day on a school day, including Fridays • more than 18 hours a week during a school week 	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately stop the practice of allowing 14 and 15 year-olds to work in businesses for which the NHDOL has not provided approval, and must follow the guidelines provided by the NHDOL to apply for and receive approval for students to be placed at businesses for Work Experience and Career Exploration Programs and Work Study Programs. Students currently working in these businesses must be immediately removed.</p>	
<p>Provide the NHDOE with SASID Numbers and updated Daily Schedules indicating the new course(s) for each 14 and 15 year old student who had been placed at local businesses during the school day. Provide the evidence that students are no longer placed at local businesses during the school day as soon as possible but no later than 2 weeks from the date of this report, as well as a description of the method used to inform staff of these revisions.</p>	
<p>Provide the evidence of compliance with NHDOL Title XXIII Labor Chap 276-A as soon as possible, but no later than 3 months of the date of this report, as well as a description of the method used to inform staff of these revisions.</p>	
<p>The NHDOE will refer this matter to the NHDOL for further review.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
7. Title XXIII Labor Chap 276-A	Youth Employment Law
<p>Finding of Noncompliance: Mount Prospect academy is in violation of Child Labor Laws with regard to 14 and 15 year-olds who may be working in occupations declared by the Secretary of Labor as being hazardous, including the operation or assisting in the operation of power-driven woodworking machines, work requiring use of ladders or scaffolds, all baking and most cooking activities, construction or work in connection with cars and trucks that involve the use of pits, racks or lifting apparatus or involving the inflation of any tire mounted on a rim equipped with a removable retaining ring. The Bureau was informed by the Carpentry instructor that the classes make all of the furniture for the school and various residences as a part of their coursework.</p>	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately stop the practice of allowing 14 and 15 year olds to work in occupations declared by the Secretary of Labor as being hazardous. Students currently working in these businesses must be immediately removed.</p>	
<p>Provide the NHDOE with SASID Numbers and updated Daily Schedules indicating the new course(s) for each 14 and 15 year old student who had been working in occupations declared by the Secretary of Labor as being hazardous. Provide the evidence that students are no longer working in occupations declared by the Secretary of Labor as being hazardous, as soon as possible but no later than 2 weeks from the date of this report, as well as a description of the method used to inform staff of these revisions.</p>	
<p>The NHDOE will refer this matter to the NHDOL for further review.</p>	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
8. 29 CFR 570 Subpart E	Hazardous Occupation Orders (Hos) for Nonagricultural Employment
<p>Finding of Noncompliance: Mount Prospect academy is in violation of the NHDOL Hazardous Occupation Orders Law for 16 and 17 year-old students. Although there are exemptions for apprentices and student learners, these exemptions are contingent upon student-learners being "enrolled in a course of study and training in a cooperative vocational training program under a recognized state or local educational authority. These exemptions include working intermittently and for short periods of time, and under the direct and close supervision of a qualified and experienced person (as referenced in the Personnel section, finding #3, and finding #3 in this section), with one exception (automotive), there are no certified staff or curriculum at these locations).</p>	
<p>Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately stop the practice of allowing 16 and 17 year-olds student learners to work under unqualified and non-certified staff, and must follow the NHDOL Hazardous Occupation orders Law for 16 & 17 year old students. Mount Prospect Academy must immediately remove unqualified and non-certified staff from these positions, and hire or contract with appropriately credentialed staff or contracted personnel. Students currently working in these businesses must be immediately removed.</p>	
<p>Provide the NHDOE with SASID Numbers and updated Daily Schedules indicating the new course(s) for each 16 and 17 year old student who had been working in occupations declared by the Secretary of Labor as being hazardous. Provide the evidence that students are no longer working in occupations declared by the Secretary of Labor as being hazardous, as soon as possible but no later than 2 weeks from the date of this report, as well as a description of the method used to inform staff of these revisions.</p>	
<p>Provide the full legal names as they appear on their credentials and endorsements of each certified staff or contracted teacher for each of these positions, as well as their individual assignment and grade levels taught as well as a description of the method used to inform staff to the NHDOE as soon as possible but no later than 3 months from the date of this report.</p>	

Provide the evidence of compliance with 29 CFR 570 Subpart E as soon as possible, but no later than **3 months** of the date of this report, as well as a description of the method used to inform staff of these revisions.

The NHDOE will refer this matter to the NHDOL for further review.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
9. 29 CFR 570 Subpart E	Hazardous Occupation Orders (Hos) for Nonagricultural Employment

Finding of Noncompliance: Mount Prospect academy is in violation of the NHDOL Hazardous Occupation Orders Law for 16 and 17 year-old students regarding the following Hazardous Occupation Orders:

- HO 5-Power-driven woodworking machines
- HO 14-Power-driven circular saws, band saws, chain saws, guillotine shears, wood chippers and abrasive cutting discs

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately stop the practice of allowing 16 and 17 year-olds student learners to use Power-driven woodworking machines, power-driven circular saws, band saws, chain saws, guillotine shears, wood chippers and abrasive cutting discs. Students currently working in these businesses must be immediately removed and the program must be in compliance with 29 CFR 570 Subpart E.

Provide the NHDOE with SASID Numbers and updated Daily Schedules indicating the new course(s) for each 16 and 17 year old student who had been using Power-driven woodworking machines, power-driven circular saws, band saws, chain saws, guillotine shears, wood chippers and abrasive cutting discs as soon as possible but no later than **2 weeks** from the date of this report.

Provide the evidence that students are no longer using Power-driven woodworking machines, power-driven circular saws, band saws, chain saws, guillotine shears, wood chippers and abrasive cutting discs, as soon as possible but no later than **2 weeks** from the date of this report, as well as a description of the method used to inform staff of these revisions.

Provide the evidence of compliance with Labor 29 CFR 570 Subpart E as soon as possible, but no later than **3 months** of the date of this report, as well as a description of the method used to inform staff of these revisions.

The NHDOE will refer this matter to the NHDOL for further review.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
10. 29 CFR 570.2b	Minimum Age Standards for Agricultural Employment

Finding of Noncompliance: Mount Prospect academy is in violation of the NHDOL Minimum Age Standards for Agricultural Employment. No evidence was presented or provided by Mount Prospect Academy regarding its compliance with all components of 29 CFR 570.2b.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately stop the practice of allowing students to work on a farm during the school day without following the provisions of 29 CFR 570.2b. Students currently working on farms must be immediately removed and the program must be in compliance with 29 CFR 570.2b.

Provide the NHDOE with SASID Numbers and updated Daily Schedules indicating the new course(s) for each student who is working on a farm during the school day, as well as a description of the method used to inform staff, as soon as possible but no later than **2 weeks** from the date of this report.

Provide the evidence of compliance with the provisions of 29 CFR 570.2b as well as a description of the method used to inform staff as soon as possible, but no later than **3 months** from the date of this report.

The NHDOE will refer this matter to the NHDOL for further review.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
11. Ed 1126.02(b)(10)	Program Approval of Public and Non-Public Programs

Finding of Noncompliance: In reviewing Mount Prospect Academy's materials submitted as a part of their application for the Monitoring Review for Approval of Private Provider Special Education Programs, Mount Prospect Academy submitted a print out of the business search page dated 3/5/14, for which the annual report filed was 2/15/2011.

Mount Prospect Academy did not provide a current Secretary of State Registration document and a Statement of Good Standing with the official seal and signed by Secretary of State.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide the NHDOE with a current Secretary of State Registration document and a Statement of Good Standing with the official seal and signed by Secretary of State.

Provide the current Secretary of State Registration document and a Certificate of Good Standing to the NHDOE as soon as possible but no later than 2 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
12. RSA 186-C:9	Education Required

Finding of Noncompliance: During NHDOE compliance on-site visits, it was noted that students who resided in the following residential settings were receiving their education within the residential setting:

- VPI/Campton/Becket House at Campton/SubAcute Program/SubAcute Care at 19 Owl Street, Building 1,Campton
- VPI/ Campton/Becket House at Campton/ SubAcute Program/SubAcute Care at 32 Depot Street, Building 2, Campton
- East Haverhill Academy/Hall Farm/CRA/Red School House 1977 Mount Moosilauke Hwy, Pike
- MPA/CAST/Becket House Program/Becket House at Plymouth, 250 Main Street, Plymouth

The Director of Academics informed the monitoring team during the visit that Becket House at Warren located at 254 NH Rt. 25 in Warren was not used for educational purposes.

Pursuant to RSA 186-C:9, Each child who is determined...as having a disability...and in need of special education or special education and related services shall be entitled to attend an approved program which can implement the child's individualized education program. Mount Prospect Academy is not approved for education at the above residential locations, resulting in **4 findings of noncompliance**.

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately cease the practice of educating students at residential locations, and students must attend an approved special education program (Mount Prospect Academy located at 354 Main Street, Plymouth).

Provide the evidence that students who were previously being educated at residential locations are now being educated in the Mount Prospect Academy approved location at 354 Main Street in Plymouth, as well as a description of the method used to inform staff of the revision. Send to the NHDOE as soon as possible but no later than 2 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
13. Ed 321.10 (e)-(i)	Standards for Educational Space
Finding of Noncompliance: During NHDOE compliance on-site visits, it was noted that classrooms other than those at 354 Main Street in Plymouth did not meet the minimum standards for educational space of a minimum of 900 square feet, including storage, or 36 square feet per child, whichever is greater for elementary and middle schools; and for high schools, a minimum of 80 square feet, including storage, or 32 square feet per student, whichever is greater.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must educate students in classrooms that meet the minimum standards for educational space.	
Provide the evidence that students who were previously being educated in sub minimum sized classrooms are now being educated in classrooms that meet the minimum standards for educational space, as well as a description of the method used to inform staff of the revision as soon as possible, but no later than 2 months from the date of this report.	
The Bureau will review evidence of the corrective action at a subsequent on-site visit.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
14. Ed 1126.02(b)(5)	Program Approval of Public and Non-Public Programs
Finding of Noncompliance: In reviewing Mount Prospect Academy's materials submitted as a part of their application for the Monitoring Review for Approval of Private Provider Special Education Programs, Mount Prospect Academy did provide copies of current class schedules which included the name of the class, teacher name, and time; however, the schedules provided did not include a complete class schedule representative of, and accounting for all educational activities. While on-site, the monitoring team asked for the number of students in each of the classes. The Director of Academics did not know the number nor was there evidence of which students should be in class.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide a complete school schedule representative of, and accounting for, all educational activities for which students are involved.	
Provide the complete class schedule representative of, and accounting for, all educational activities for which students are involved, as well as a description of the method used to inform staff of the revision to the NHDOE as soon as possible but no later than 2 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
15. Ed 1114.15; Ed 306.18(2); RSA 189:1	Calendar Requirements; School Year; Days of School
Finding of Noncompliance: In reviewing Mount Prospect Academy's materials submitted as a part of their application for the Monitoring Review for Approval of Private Provider Special Education Programs, Mount Prospect Academy submitted a school calendar which includes a "two-day rotation" whereby one day students attend "more traditional classes" at the approved Mount Prospect Academy, and the other day students participate in a "vocational program". Whereas these programs are not approved by the NHDOE, or the Department of Labor, and there is no curriculum, certified staff, fire/safety or health inspections, students are therefore only receiving 90 days of the required 180 days of school, and are only receiving 495 of the required 990 instructional hours per year.	

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must immediately stop this practice, and provide the required number of school days and instructional hours for students to receive a Free and Appropriate Public Education (FAPE).

Provide the revised calendar as well as a description of the method used to inform staff of this revision to the NHDOE as soon as possible but no later than 2 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
16. Ed 1126.02(b)(4)	Program Approval of Public and Non-Public Programs
Finding of Noncompliance: During the program visit, it was noted that the number of students observed, was different than the number of students reported to be attending that day. Many settings had only one or two students present when there should have been up to four. When asked, no one from Mount Prospect Academy could verify where the missing students were. There was no evidence of a master schedule to show or be able to locate where students should be at any given time during the day.	
Mount Prospect Academy must immediately establish a formalized attendance process which includes a reporting and communication system that all staff can quickly and easily access to ensure that all students are accounted for at all times while attending the approved day program.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must create and establish a formalized attendance process which includes a reporting and communication system that all staff can quickly and easily access to ensure that all students are accounted for at all times while attending the approved day program.	
Provide the procedure that is created and established for the formalized attendance process which includes a reporting and communication system that all staff can quickly and easily access to ensure that all students are accounted for at all times while attending the approved day program as well as a description of the method used to inform staff to the NHDOE as soon as possible but no later than 2 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
17. Ed 1114.19	Insurance Coverage
Finding of Noncompliance: When reviewing evidence submitted for insurance coverage, Mount Prospect submitted a cover page for their insurance which expired on January 1, 2018.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must update their insurance coverage for 2018.	
Provide the updated insurance coverage to the NHDOE as soon as possible but no later than 2 months from the date of this report.	

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
18. Ed 1114.03(b)&(g)	Governance
Finding of Noncompliance: There was no evidence provided that Mount Prospect Academy has a clearly identifiable governing body. When reviewing Mount Prospect Academy's materials submitted as a part of their application for the Monitoring Review for Approval of Private Provider Special Education Programs, Mount Prospect Academy submitted an organizational chart for the academic department, rather than a Governing Body.	

Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must have a clearly identifiable governing body which is responsible for ensuring the program's compliance with the program charter, constitution, or other organization document or agreement and with the terms of all leases, contracts, or legal agreements to which the program is party.

Provide a document that identifies the members of the governing body including the names, titles, positions and/or roles of each member and the terms of office for any officers to the NHDOE as soon as possible but no later than 2 months from the date of this report.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
19. Ed 1114.03(f) &(i)	Governance
Finding of Noncompliance: When reviewing Mount Prospect Academy's materials submitted as a part of their application for the Monitoring Review for Approval of Private Provider Special Education Programs, there was conflicting information regarding clearly identifying the program's ownership and the legal basis for the program's operation.	
Corrective Action regarding the Implementation of the Regulations: Mount Prospect Academy must provide documentation that clearly identifies the program's ownership and legal basis for the program's operation.	
Provide the evidence which resolves this finding to the NHDOE as soon as possible but no later than 2 months from the date of this report.	

Monitoring of the Implementation of Special Education Process

Private providers are responsible for implementing the special education process in accordance with IDEA and the *New Hampshire Standards for the Education of Children with Disabilities*. The self-assessment data collection form highlights the private providers' understanding of the requirements of IDEA and the *New Hampshire Standards for the Education of Children with Disabilities* and was reviewed during the monitoring visit. Each area of compliance on the self-assessment data collection form clearly outlines whether the compliance is either a requirement of both IDEA and the *New Hampshire Standards for the Education of Children with Disabilities* or a requirement of solely the *New Hampshire Standards for the Education of Children with Disabilities*. The private provider cites the evidence of compliance in the self-assessment prior to the monitoring visit. During the monitoring visit, the monitoring team verified the evidence of compliance based on review of the student file, using the private providers' self-assessment as a resource. In the case of student specific finding(s) of noncompliance, the sending District is cited for noncompliance, as well as the private provider.

Based on this review, the Bureau of Special Education identified findings of noncompliance with IDEA and the *New Hampshire Standards for the Education of Children with Disabilities*. The findings include the citation, the area of noncompliance, and the required corrective actions, which include timelines for demonstrating correction of noncompliance. Student specific information will not be included in the report but will be provided to the private provider and, when appropriate, a district's Director of Special Education.

There are two main components to the corrective actions entitled, “*Corrective Action of Individual Instance of Noncompliance*” and “*Corrective Action Regarding the Implementation of the Regulations*”. The first component, “corrective action of individual instance of noncompliance,” is for any noncompliance concerning a child-specific requirement. There must be evidence that the private provider has corrected each individual case of noncompliance, unless the child is no longer placed at the program. These areas must be corrected as soon as possible within stated timelines given in the report for each area. The Bureau will return to the program, typically within 3 months of the date of the report, to verify compliance for each individual instance identified in the report. The second component, “corrective action regarding the implementation of the regulations” would typically involve the private provider’s participating in professional development training to appropriate personnel with regards to areas found to be in noncompliance. The Bureau will review updated data collected after the identification of noncompliance to demonstrate that the program is correctly implementing the specific requirement. This involves a follow-up on-site review of new student files, selected typically within one year of the original on-site compliance & improvement monitoring.

Overview of the Student Specific Findings of Noncompliance

The chart below identifies the area of compliance based on student files that were reviewed by the compliance & improvement monitoring team during the onsite visit. The chart is broken down into the **compliance citations** and **area of compliance**. The compliance citations are based on the *CFR* found in the federal regulations of IDEA and the *Ed* found in the New Hampshire Standards for the Education of Children with Disabilities. The chart aligns the regulatory components to the numbered questions in the self-assessment. Regulatory components and self-assessment numbers are bolded in instances where noncompliance was noted by the compliance & improvement monitoring team.

The **review status** identifies the **number of files reviewed** for the self-assessment question as well as the number of files that were found to be in compliance. For example “5 out of 6 files demonstrated evidence that a copy of the procedural safeguards, available to the parents of a child with a disability, was given to the parent one time in the school year.” This means that 6 files were reviewed and 5 files were found to be in compliance.

In cases where there was a finding of noncompliance for a particular student, the chart identifies the **First Stage Corrective Action of Individual Instance(s) of Noncompliance**. In the case of an individual instance of noncompliance, the corrective action would generally involve the IEP team convening to resolve the finding of noncompliance. Timelines for these corrective actions are also noted. For the First Stage Corrective Actions, the Bureau will return to the private provider program within 3 months following the program receiving written notification of noncompliance (the report) to

review all student files in which there were findings of noncompliance in order to verify compliance with the corrective action stated in the report.

In cases where there was a finding of noncompliance for a particular student, the next section of the chart identifies the **First Stage Corrective Action Regarding the Implementation of the Regulation**. This section informs the private provider program of any practices or procedures which need to be corrected as well as trainings for personnel to inform them of the corrections as a result of the findings of noncompliance. The required corrective action for the program and a timeline for the corrective action is also provided.

In cases where there was a finding of noncompliance for a particular student, the final section of the chart identifies the **Second Stage Corrective Action Regarding the Implementation of the Regulation**. Identified in this section will be the number of new student files that will be selected at the program to demonstrate correct implementation of the regulations for the section of the self-assessment in which noncompliance was found. For the Second Stage Corrective Actions, the Bureau will verify compliance through a subsequent on-site review of the new files within one year from the date of the report. **The total number of student files selected for the Second Stage Corrective Action Regarding the Implementation of the Regulation will not exceed the original number of files reviewed at the private provider program.**

Findings of Noncompliance

When determining compliance, the NHDOE reviews the currently agreed upon/signed IEP at the on-site monitoring visit. During the on-site monitoring visit there were **no files** which could not be reviewed for sections C(#3), E(#12-18), F(#19-24), G(#25), H (#26-29), I(#30), J(#32), K(#33-34), L(#35-44), M(#45), and N(#46-48).

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
Ed 1114.03		A. Governance
Self-Assessment Question Number & Regulatory Component		Review Status
1.	Ed 1114.03(a)	0 out of 0 IEP files demonstrated evidence that the private provider has, for IEPs in which the private provider cannot provide the student with all services detailed in the IEPs, an agreed upon contract with the sending LEA for the provision of those services. <i>(Four student files have all services provided by the private provider)</i>

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
Ed 1114.05		B. Record of Access; Confidentiality Requirements
Self-Assessment Question Number & Regulatory Component		Review Status
2.	34 CFR 300.614 Ed 1119.01(a)	4 out of 4 IEP files demonstrated evidence of a record of parties that have obtained access to the education records collected, maintained or used under Part B of the Act, including the name of the party, the date access was given, and the purpose for which the party is authorized to use the records.

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
34 CFR 300.323 Ed 1109		C. Individualized Education Program
Self-Assessment Question Number & Regulatory Component		Review Status
3.	Ed 1109.04(a)	4 out of 4 IEP files demonstrated evidence that a copy of the IEP has been provided to each teacher and service provider listed as having responsibilities for implementing the IEP.
4.	34 CFR 300.324(b)(1)(i) Ed 1109.03(d)	3 out of 3 IEP files demonstrated evidence that the IEP was reviewed at least annually. (<i>One student file was of a student with an initial IEP or moved from another state or district.</i>)
5.	34 CFR 300.323(a) Ed 1109.03(d)	4 out of 4 IEP files demonstrated evidence that the IEP was in place at the beginning of the school year. (<i>No student files were placed after beginning of school year</i>)

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
34 CFR 300.321 Ed 1103.01		D. IEP Team; Participants in the Special Education Process
Self-Assessment Question Number & Regulatory Component		Review Status
6.	34 CFR 300.321(a)(1) Ed 1103.01(a)	4 out of 4 IEP files demonstrated evidence that the IEP Team included the parents of the child or adult student.
7.	34 CFR 300.321(a)(2) Ed 1103.01(a)	4 out of 4 IEP files demonstrated evidence that at least one regular education teacher of the child (if the child is, or may be, participating in the regular education environment) participated in the meeting. (<i>No student files were students excused per 34 CFR 300.321(e).) (No student files were of students that are not and will not participate in the regular education environment.</i>)
8.	34 CFR 300.321(a)(3) Ed 1103.01(a)	4 out of 4 IEP files demonstrated evidence that at least one special education teacher or, where appropriate, not less than one special education provider of the child participated in the meeting. (<i>No student files were students excused per 34 CFR 300.321(e).</i>)
9.	34 CFR 300.321(a)(4) Ed 1103.01(a)	4 out of 4 IEP files demonstrated evidence that the IEP Team included an LEA representative.
10.	Ed 1103.01(d)	3 out of 3 IEP files demonstrated evidence that, if vocational, career or technical education components are being considered, the IEP team membership included an individual knowledgeable about the vocational education programs and/or career technical education being considered. (<i>One student file was a student for whom vocational education/CTE was not considered.</i>)

11.	Ed 1103.02(a),(c), (d)	0 out of 0 IEP files demonstrated evidence that the parent(s) received a written invitation no fewer than 10 days before an IEP meeting which included the purpose, time, location and identification of the participants or the parent agreed in writing that the LEA could satisfy this requirement via transmittal by electronic mail <u>or</u> demonstrated evidence of written consent of the parent(s) that the notice requirement were waived [Ed 1103.02(b)]. <i>(Four student files were students for whom the written invitation is the responsibility of the LEA.)</i>
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COMPLIANCE CITATIONS		AREA OF COMPLIANCE
34 CFR 300.320		E. Individualized Education Program (Present Levels of Academic Achievement and Functional Performance)
Self-Assessment Question Number & Regulatory Component		Review Status
12.	34 CFR 300.324(a)(1)(i)	4 out of 4 IEP files demonstrated evidence that the team considered the strengths of the child.
13.	34 CFR 300.324(a)(1)(iv)	4 out of 4 IEP files demonstrated evidence that the team considered the academic, developmental, and functional needs of the child.
14.	34 CFR 300.324(a)(1)(ii)	4 out of 4 IEP files demonstrated evidence that the concerns of the parents for enhancing the education of their child were considered.
15.	34 CFR 300.324(a)(1)(iii)	3 out of 4 IEP files demonstrated evidence that the results of the initial or most recent evaluation of the child were considered. For student code A there was insufficient evidence demonstrating compliance with this requirement.
16.	34 CFR 300.320(a)(1)(i)	4 out of 4 IEP files demonstrated evidence of a statement in the IEP that describes how the student's disability affects the student's involvement and progress in the general education curriculum. <i>(No student files were preschool age students.)</i>
17.	34 CFR 300.320(a)(4)(ii)	4 out of 4 IEP files demonstrated evidence of a statement in the IEP that describes how the student's disability affects non-academic areas.
18.	34 CFR 300.320(a)(1)(ii)	For preschool children, 0 out of 0 IEP files demonstrated evidence of a statement in the IEP that describes how the disability affects the child's participation in appropriate activities. <i>(Four student files were not of preschool age students.)</i>
First Stage Corrective Action of Student Specific Instance(s) of Noncompliance: As soon as possible, but no later than 2 months from the date of this report, the district must convene the IEP teams to review the IEPs and provide evidence that the following is included in the IEP: the results of initial or most recent evaluations of the child.		
The NHDOE will verify this through a subsequent on-site review.		
First Stage Corrective Action Regarding the Implementation of the Regulations: Provide training to appropriate staff to include in student's IEPs the results of initial or most recent evaluations of the child.		
Provide the dates, names of attendees, and a description of the trainings, which defines the private provider's procedure for complying with this specific rule, to the NHDOE within 3 months from the date of this report.		
Second Stage Corrective Action Regarding the Implementation of the Regulations: The NHDOE will review 2 new student files (2 at the Day Program) for updated data demonstrating compliance with this requirement.		

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
34 CFR 300.324(a)(2)(i) Ed 1109.03(h)		F. Consideration of Special Factors
Self-Assessment Question Number & Regulatory Component		Review Status
19.	34 CFR 300.324(a)(2)(i) Ed 1109.03(h)	When a child's behavior impedes the child's learning or that of others, 3 out of 3 IEP files demonstrated evidence that the team considered the use of positive behavioral interventions and supports, and other strategies, to address that behavior. (<i>One student file was not of a student whose behavior impedes learning.</i>)
20.	34 CFR 300.324(a)(2)(ii) Ed 1109.03(h)	When a child demonstrates limited English proficiency, 0 out of 0 IEP files demonstrated evidence that the team considered the language needs of the child as those needs relate to the child's IEP. (<i>Four student files were not of students who demonstrated limited English proficiency.</i>)
21.	34 CFR 300.324(a)(2)(iii) Ed 1109.03(h)	When a child is blind or visually impaired, 0 out of 0 IEP files demonstrated evidence that the team provided for instruction in Braille and the use of Braille unless the IEP team determined, after an evaluation of the child's reading and writing skills, needs, and appropriate reading and writing media (including an evaluation of the child's future needs for instruction in Braille or the use of Braille), that instruction in Braille or the use of Braille was not appropriate for the child. (<i>Four student files were not of blind or visually impaired students.</i>)
22.	34 CFR 300.324(a)(2)(iv) Ed 1109.03(h)	4 out of 4 IEP files demonstrated evidence that the IEP Team considered the communication needs of the child.
23.	34 CFR 300.324(a)(2)(iv) Ed 1109.03(h)	When a child is deaf or hard of hearing, 0 out of 0 IEP files demonstrated evidence that the team considered the child's language and communication needs, opportunities for direct communications with peers and professional personnel in the child's language and communication mode, academic level, and full range of needs, including opportunities for direct instruction in the child's language and communication mode. (<i>Four student files were not of deaf or hard of hearing students.</i>)
24.	34 CFR 300.324(a)(2)(v) Ed 1109.03(h)	4 out of 4 IEP files demonstrated evidence that the IEP Team considered whether the child needs assistive technology devices and services.

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
Ed 1109.01(a)(10)		G. Courses of Study
Self-Assessment Question Number & Regulatory Component		Review Status
25.	Ed 1109.01(a)(10)	<p>For each student with a disability beginning at age 14 or younger, if determined appropriate by the IEP team, 3 out of 4 IEP files demonstrated evidence of a statement of the transition service needs of the student under the applicable components of the student's IEP that focuses on the student's courses of study such as participation in advanced-placement courses or a vocational education. (<i>No student files were students aged 13 or younger who will not be turning 14 during the IEP period and no evidence the IEP team determined this is necessary.</i>)</p> <p>For student code A there was insufficient evidence demonstrating compliance with this requirement.</p>

First Stage Corrective Action of Student Specific Instance(s) of Noncompliance: As soon as possible, but no later than 2 months from the date of this report, the private provider must convene the IEP teams to review the IEPs and provide evidence that for each student with a disability beginning at age 14 or younger, if determined appropriate by the IEP team, the IEP includes a statement of the transition service needs of the student under the applicable components of the student's IEP that focuses on the student's courses of study such as participation in advanced-placement courses or a vocational education.

The NHDOE will verify this through a subsequent on-site review.

First Stage Corrective Action Regarding the Implementation of the Regulations: Provide training to appropriate staff to ensure that for each student with a disability beginning at age 14 or younger, if determined appropriate by the IEP team, the IEP includes a statement of the transition service needs of the student under the applicable components of the student's IEP that focuses on the student's courses of study such as participation in advanced-placement courses or a vocational education.

Provide the dates, names of attendees, and a description of the trainings, which defines the private provider's procedure for complying with this specific rule, to the NHDOE within 3 months from the date of this report.

Second Stage Corrective Action Regarding the Implementation of the Regulations: The NHDOE will review 2 new student files (2 at the Day Program) for updated data demonstrating compliance with this requirement.

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
34 CFR 300.320(a)(2)(i) Ed 1109.01(a)		H. Measurable Annual Goals; Short-term Objectives or Benchmarks
Self-Assessment Question Number & Regulatory Component		Review Status
26.	34 CFR 300.320(a)(2)(i) Ed 1109.01(a)(1)	2 out of 4 IEP files demonstrated evidence of a statement of measurable annual goals, including academic and functional goals. For student codes A & B there was insufficient evidence demonstrating compliance with this requirement.
27.	34 CFR 300.320(a)(2)(i)(A) Ed 1109.01(a)(1)	4 out of 4 IEP files demonstrated evidence that the measurable annual goals meet the child's needs that result from the child's disability to enable the child to be involved in and make progress in the general education curriculum.
28.	34 CFR 300.320(a)(2)(i)(B) Ed 1109.01(a)(1)	If there are other educational needs that result from the child's disability, 4 out of 4 IEP files demonstrated evidence that the measurable annual goals meet each of the child's other educational needs that result from the child's disability. (<i>No student files were students who do not have other identified educational needs.</i>)
29.	Ed 1109.01(a)(6)	4 out of 4 IEP files demonstrated evidence of short-term objectives or benchmarks for all children unless the parent determines them unnecessary for all or some of the child's annual goals.

First Stage Corrective Action of Student Specific Instance(s) of Noncompliance: As soon as possible, but no later than 2 months of the date of this report, the private provider must amend the IEPs to include measurable annual goals.

The NHDOE will verify this through a subsequent on-site review.

First Stage Corrective Action Regarding the Implementation of the Regulations: Provide training to appropriate staff to address writing measurable annual goals.

Provide the dates, names of attendees, and a description of the trainings, which defines the private provider's procedure for complying with this specific rule, to the NHDOE within 3 months from the date of this report.

Second Stage Corrective Action Regarding the Implementation of the Regulations: The NHDOE will review 2 new student files (2 at the Day Program) for updated data demonstrating compliance with this requirement.

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
Ed 1109.01(a)(8)		I. Review and Revision of IEPs (Measuring Progress)
Self-Assessment Question Number & Regulatory Component		Review Status
30.	Ed 1109.01(a)(8)	4 out of 4 IEP files demonstrated evidence that the IEP includes a statement of how the child's progress toward meeting the annual goals shall be provided to the parents.

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
Ed 1114.06(b)		J. Responsibilities of Private Providers of Special Education or other Non-LEA Programs in the Implementation of IEPs
Self-Assessment Question Number & Regulatory Component		Review Status
31.	34 CFR 300.325(b) Ed 1109.05 Ed 1114.06(a);	For the purpose of initiating the process for all matters concerning possible changes and/or modification in the identification, evaluation, development and/or revision of an IEP or changes in placement of a child with a disability, 4 out of 4 IEP files demonstrated evidence that the private provider contacted the sending school district. (<i>No student files had no changes in the child's identification, evaluation, development or revision of the IEP or placement</i>)
32.	Ed 1114.06(i), (j), (k)	3 out of 4 IEP files demonstrated evidence that a minimum of 3 comprehensive reports per year are completed on each child with a disability enrolled in the program. For student code B there was insufficient evidence demonstrating compliance with this requirement.

First Stage Corrective Action Regarding the Implementation of the Regulations: Provide training to appropriate staff to ensure that a minimum of 3 comprehensive reports per year are completed on each child with a disability enrolled in the program.

Provide the dates, names of attendees, and a description of the trainings, which defines the private provider's procedure for complying with this specific rule, to the NHDOE within 3 months from the date of this report.

Second Stage Corrective Action Regarding the Implementation of the Regulations: The NHDOE will review 2 new student files (2 at the Day Program) for updated data demonstrating compliance with this requirement.

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
34 CFR 300.323(d)(2)(ii) Ed 1109.03(a); Ed 1109.03(v); Ed 1102.01(b)		K. Accessibility of Child's IEP to Teachers and Others (General Accommodations and General Modifications)
Self-Assessment Question Number & Regulatory Component		Review Status
33.	Ed 1102.01(b)	If accommodations are included, 4 out of 4 IEP files demonstrated evidence that the accommodations are changes in instruction or evaluation determined necessary by the IEP team that do not impact the rigor, validity, or both of the subject matter being taught or assessed. (<i>No student files were students with no accommodations.</i>)

34.	Ed 1102.03(v)	If modifications are included, 1 out of 1 IEP files demonstrated evidence that the modifications are changes in instruction or evaluation determined necessary by the IEP team that impact the rigor, validity, or both of the subject matter being taught or assessed. (<i>Three student files were students with no modifications.</i>)
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COMPLIANCE CITATIONS		AREA OF COMPLIANCE
34 CFR 300.320(a) Ed 1109.01(a)(1); 1109.04(b)		L. Definition of Individualized Education Program (Special Education and Related Services, Supplementary Aids and Services, and Program Modifications or Supports for School Personnel)
Self-Assessment Question Number & Regulatory Component		Review Status
35.	34 CFR 300.320(a)(4) Ed 1109.01(a)(1)	<p>2 out of 4 IEP files demonstrated evidence of a statement of special education.</p> <p>For student codes B & C there was insufficient evidence demonstrating compliance with this requirement.</p>
36.	Ed 1109.04(b)(1)	<p>2 out of 4 IEP files demonstrated written evidence documenting implementation of the IEP with regards to all special education services provided.</p> <p>For student codes B & C there was insufficient evidence demonstrating compliance with this requirement.</p>
37.	34 CFR 300.320(a)(4) Ed 1109.01(a)(1)	1 out of 1 IEP files demonstrated evidence of a statement of related services. (<i>Three student files were students for whom there was no evidence that the IEP team determined this is necessary.</i>)
38.	Ed 1109.04(b)(1)	1 out of 1 IEP files demonstrated written evidence documenting implementation of the IEP with regards to all related services provided. (<i>Three student files were students for whom there were no related services in the IEP.</i>)
39.	34 CFR 300.320(a)(4) Ed 1109.01(a)(1)	0 out of 0 IEP files demonstrated evidence of a statement of supplementary aids and services. (<i>Four student files were students for whom there was no evidence that the IEP team determined this is necessary.</i>)
40.	Ed 1109.04(b)(2)	0 out of 0 IEP files demonstrated written evidence documenting implementation of the IEP with regards to any supplementary aids and services provided. (<i>Four student files were students for whom there were no supplementary aids and services in the IEP.</i>)
41.	34 CFR 300.320(a)(4) Ed 1109.01(a)(1)	0 out of 0 IEP files demonstrated evidence of a statement of the supports for school personnel. (<i>Four student files were students for whom there was no evidence that the IEP team determined this is necessary.</i>)
42.	Ed 1109.04(b)(4)	0 out of 0 IEP files demonstrated written evidence documenting implementation of the IEP with regards to supports for school personnel. (<i>Four student files were students for whom there were no supports for personnel in the IEP.</i>)
43.	34 CFR 300.320(a)(7) Ed 1109.01(a)(1)	<p>3 out of 4 IEP files demonstrated evidence of a projected date for the beginning of the services and modifications described in the supports and services section of the IEP.</p> <p>For student code C there was insufficient evidence demonstrating compliance with this requirement.</p>

44.	34 CFR 300.320(a)(7) Ed 1109.01(a)(1)	<p>3 out of 4 IEP files demonstrated evidence of the anticipated frequency, location, and duration of those services and modifications described in the supports and services section of the IEP.</p> <p>For student code C there was insufficient evidence demonstrating compliance with this requirement.</p>
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First Stage Corrective Action of Student Specific Instance(s) of Noncompliance: As soon as possible, but no later than 2 months from the date of this report, the private provider must convene the IEP teams to review the IEPs and provide evidence of a statement of special education

As soon as possible, but no later than 2 months from the date of this report, the private provider must convene the IEP teams to review the IEPs and provide evidence of a projected date for the beginning of the services and modifications and the anticipated frequency, location, and duration of those services and modifications described in the supports and services section.

As soon as possible, but no later than 2 months from the date of this report, the private provider will provide documentation for evidence of the implementation of special education.

The NHDOE will verify this through a subsequent on-site review.

First Stage Corrective Action Regarding the Implementation of the Regulations: Provide training to appropriate staff to ensure that the IEP includes applicable special education services. Additional training needs to include projected date for the beginning of the services and modifications and the anticipated frequency, location, and duration of those services and modifications described in the supports and services section.

Provide training to appropriate staff for ensuring that there is written evidence documenting implementation of the IEP with regards to all special education services provided.

Provide the dates, names of attendees, and a description of the trainings, which defines the private provider's procedure for complying with this specific rule, to the NHDOE within 3 months from the date of this report.

Second Stage Corrective Action Regarding the Implementation of the Regulations: The NHDOE will review 2 new student files (2 at the Day Program) for updated data demonstrating compliance with this requirement.

COMPLIANCE CITATIONS	AREA OF COMPLIANCE
34 CFR 300.320(a)(5) Ed 1109.01(a)(1)	M. Definition of Individualized Education Program (Justification for Non-Participation)
Self-Assessment Question Number & Regulatory Component	Review Status
45. 34CFR 300.320(a)(5) Ed 1109.01(a)(1)	4 out of 4 IEP files demonstrated evidence of an explanation of the extent, if any, to which the child will not participate with nondisabled children in the regular class and in the activities described in the supports and services section of the IEP.

COMPLIANCE CITATIONS		AREA OF COMPLIANCE
34 CFR 300.320(a)(6) Ed 1109.01(a)(1)		N. Definition of Individualized Education Program (State and District Wide Assessments)
Self-Assessment Question Number & Regulatory Component		Review Status
46.	34 CFR 300.320(a)(6)(i) Ed 1109.01(a)(1) RSA 193-C Ed 1114.05(k)	2 out of 2 IEP files demonstrated evidence of a statement of any individual appropriate accommodations that are necessary to measure the academic achievement and functional performance of the child on State and district wide assessments. <i>(Two student files were of students for whom there were no state or district wide assessments for the student's age/grade level.)</i>
47.	34 CFR 300.320(a)(6)(ii)(A) Ed 1109.01(a)(1) RSA 193-C Ed 1114.05(k)	When the IEP Team determines that the child must take an alternate assessment instead of a particular regular State or district wide assessment of student achievement, 0 out of 0 IEP files demonstrated evidence of a statement of why the child cannot participate in the regular assessment. <i>(Four student files were of students not taking an alternate assessment.)</i>
48.	34 CFR 300.320(a)(6)(ii)(B) Ed 1109.01(a)(1) RSA 193-C Ed 1114.05(k)	When the child is taking an alternate assessment, 0 out of 0 IEP files demonstrated evidence describing why the particular alternate assessment selected is appropriate for the child. <i>(Four student files were of students not taking an alternate assessment.)</i>