



Mission: To work in partnership with districts to provide programs and services of the highest quality and to improve results for students.

Executive Director’s Report: April 2014

The following topics are offered for discussion at our April 9 Board meeting:

CAPS Success Stories. This month, I would like to share two success stories. The first story underscores the success stories shared previously that emphasized the efforts by CAPS staff to support students moving to a less restrictive environment. This month, the staff at our Odyssey program at Fitchburg High wanted to share how successfully one of their students made the transition back to a public school setting. Staff at the new school have reported that the student has maintained an “A” average and expressed their appreciation for the skills that the student learned in the Odyssey program. The family has also contacted Odyssey staff to offer their appreciation. The Odyssey program, as do other CAPS programs, takes its responsibility for supporting students in transitioning to public school settings when appropriate.

The second success story involves an eight year old girl that joined the Kelly Day Elementary program on April first. This girl is quite medically involved, so medically involved in fact, that her life expectancy may be quite limited and she has been out of school for an extended length of time. The family is delighted that she is able to attend school in the caring, compassionate, and integrated environment of Hubbardston Center School. This could not have happened without both the expertise of our teaching and nursing staff as well as the support of the entire Hubbardston Center school community.

Status of Programs and Services. As of April 4, enrollment in CAPS programs was 99. Enrollment in specific CAPS programs from December 2013 to March 2014 is shown in the following table. We have received five (5) referrals since the March Board meeting.

CAPS Enrollment by Program: December 2013 to March 2014					
<u>Program</u>	<u>Dec</u>	<u>Jan.</u>	<u>Feb.</u>	<u>March</u>	
Jr/Sr High	16	14	14	16	
Gateway	14	16	17	18	
Odyssey	5	4	4	5	
Kelly Day Pre	7	8	8	8	
Kelly Day Elem	6	7	7	8	
Kelly Day Middle	5	5	5	5	
Jr. Senators	8	8	8	8	
Sr. Senators	7	8	9	9	
Horizons	7	8	8	8	
Deaf pre	6	7	7	7	
LINK	6	8	7	7	
TOTAL	87	93	94	99	

New Hires. We have one new hire, Melissa Bolduc, to report. Ms. Bolduc has been hired as the additional nurse needed for the student at Hubbardston Center. (The student needs a one-to-one nurse; our nurses will share this assignment, but the additional nurse is needed.) Ms. Bolduc has previously worked for CAPS as a nurse in the former Senior Pathways program. Ms. Bolduc's resume is available upon request.

Donations. CAPS has received no donations since the last Board meeting.

Consultations – FLLAC/Walker/League School. CAPS has contacted several independent consultants to assist in evaluating and potentially restructuring the Horizons program at Westminster Elementary School. (Fortunately, many of these consultations are at little or no cost.) On April 7, Steve Bichierra, program coordinator for FLLAC Collaborative, is observing the program. Steve has been supervisor for the FLLAC programs for students with autism and has already had several conversations with Sheri D'Annolfo, interim program coordinator for Horizons, about potential changes to the program. On May 5, the Frank Gagliardi, Director of the League School and the clinical coordinator for the League School are visiting the program. (The League School is a private school that specializes in programs for students with autism.) Also on May 5, Jim Earley, Director of Walker School Partnerships, and his autism specialist are also visiting the program. CAPS will report to the Board on the results of these consultations and any changes to the program.

RFP for Classroom Space/RFP for Joint Office Space. CAPS Board members are aware of the search for both classroom and shared office space. The RFP for classroom space and the RFP for joint office space with FLLAC have been issued. The RFP for classroom space has been posted on the CAPS web site and the RFP for joint office space has been posted on the FLLAC web site. Copies of both RFPs are Board members' packets and are also posted on *Dropbox*.

Update on Auditor Bids. At the request of the Finance Subcommittee, CAPS has contacted three auditors for bids: Pat Jones of P.L. Jones & Associates (the FY 13 auditors); Al Hargrave, Sr. of McCarthy Hargrave & Co.; and Scott McIntire of Melanson Heath & Company, PC. P. L. Jones has submitted an estimate of approximately \$17, 000. Al Hargrave, Sr. has indicated that they would submit a bid by the April 7th Board meeting. As of April 4, Scott McIntire has not responded.

Update on Status of Agreement. As of April 4, CAPS has received three signatures of school committee chairs indicating that the school committee has approved the CAPS Agreement.

Update on Board Members for FY 15. As of April 4, CAPS has received one set of minutes indicating a Board member for FY 15 has been appointed.

DESE/Collaborative Developments. As reported previously, the CAPS Agreement has been sent to school committee chairs for ratification by school committees, and school committee chairs have been asked to place the appointment of a member to CAPS for FY 15 on the their school committee agendas. Another development involves the soon to be issued fingerprinting requirements for new staff. CAPS staff in public school settings may need to present fingerprints to both CAPS and the host districts. This issue will be raised for discussion at the April 9 Board meeting.