

Entry Plan Review

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Data Sources

- Formal and Informal interviews
- Document review (Medfield 2021, Student Handbooks, School Committee Policy Manual, Special Education Department Program Review, School Improvement Plans and FY 18 and 19 Budgets)
- Informal visits to schools

Interviews

- 21 interviews (8 staff, 1 school committee member, 11 parents and 1 former student)
- Average length of 41 minutes with longest 110 minutes and shortest 10 minutes
- Questions asked:
 - Please give me an autobiographical sketch of yourself.
 - What are your overall impressions of the schools?
 - From your perspective, what do you think are the key issues facing the Department of Student Services today?
 - What are the important elements of the Department of Student Services that you most want to preserve?
 - Describe the leadership that you want from me as the new Director of Student Services.

Major Findings

- Overall, people feel the staff are one of the greatest assets of Medfield Public Schools. Medfield has caring, professional staff and some of the greatest teachers for students. The Department of Student Services, in particular, has caring staff that truly think outside of the box to support all students and to assist them to form connections with their schools.
- Family members, staff and students value communication and feel this is an area that needs improvement within the Department of Student Services
- Medfield Public Schools has a strong academic focus with good academic programming throughout. However, there is concern that there are no consistent procedures or methodologies to support students that struggle beyond special education services.
- The tiered support is not consistent across the district. SST procedures, accommodations and interventions look different at each school and DCAP accommodations are accessed in different ways depending upon the school. The special education eligibility process can feel inflexible and not “kid-centered”.

Major Findings Continued

- The administrative structure within the Department of Student Services is still seen as confusing and families often are unsure of who to turn to for specific questions.
- Transitions from school to school can be difficult for all students but especially those receiving services. More consistent communication and documentation is needed to assure smoother transitions.
- The RISE program has been a strong addition to Medfield Public Schools and offers supports to students that have been hospitalized.
- The district is looking for a Director that communicates clearly and consistently, develops a vision for the department, empowers and supports all members of the department and will look at things from above to streamline all supports across the district.

Areas for Focus- Curriculum and Instruction

- Need for a clearly articulated SST process that is consistent PreK-12
- Need to review the District Curriculum Accommodation Plan (DCAP) and Building Curriculum Accommodation Plans (BCAP) to assure consistency and appropriate plan growth demonstrating developmental changes
- Support for all staff to successfully work with diverse learning styles
- Clarity of the direct skills taught to students within the RISE program to support their reentry into the high school environment

Areas for focus- Leadership

- Need for clear, consistent communication from the Department of Student Services
- Develop a vision and clear plan for the Department of Student Services
- Confusion over the roles of Team Chair and Coordinator, exact responsibilities of each and when to turn to each

Areas of Focus- Personnel

- Ongoing teacher training and empowerment
- Professional development options for the staff from the Student Services' Department
- Consistent leadership from the Director of Student Services position

Current Actions and Next Steps

- Regular meetings with coordinators, team chairs and guidance content specialist
- Monthly blog from the Office of Student Services
- Continued work with the Office of Social Emotional Learning
- Diverse Learning Styles presentation
- Department wide PD offerings
- R&D work on SST processes and Intervention recommendations
- Focus groups with staff and administration from the special education department