



**Town of Bedford**  
97 McMahon Road

[Bedfordps.org](http://Bedfordps.org)

## Superintendent Update

If you need this document translated, please call your child's school principal - Si necesita este documento traducido, por favor comuníquese con la escuela de su hijo - Se você precisa este documento traduzido, entre em contato com a escola dos seus filhos - Si vous avez besoin de traduire ce document, s'il vous plaît contacter l'école de votre enfant - 如果你需要这份文件翻译，请联系您的孩子的学校 - إذا كنت تحتاج /تحتاجين إلى ترجمة هذه الوثيقة إلى اللغة العربية يرجى الاتصال بمدرسة، - طفلك/طفلاتك

Friday, November 19, 2021

Hello Bedford School Community,

I am writing to let you know that during the week of January 3, 2022, the Department of Elementary and Secondary Education's Office of Public School Monitoring (PSM) will conduct a Tiered Focused Monitoring Review of Bedford Public Schools. The Office of Public School Monitoring visits each district and charter school every three years to monitor compliance with federal and state special education and civil rights regulations. Areas of review related to special education include student assessments, determination of eligibility, the Individualized Education Program (IEP) Team process, and IEP development and implementation. Areas of review related to civil rights include bullying, student discipline, physical restraint, and equal access to school programs for all students.

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

Parents and other individuals may call Erin VandeVeer, Public School Monitoring Chairperson, at (781) 338- 3737 to request a telephone interview. If an individual requires an accommodation, such as translation, to participate in an interview, the Department will make the necessary arrangements.

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

Thank you for your attention to this important review. Please feel free to reach out to Marianne Vines at [Marianne\\_vines@bedfordps.org](mailto:Marianne_vines@bedfordps.org) or Dr. Tricia Clifford at [Tricia\\_Clifford@bedfordps.org](mailto:Tricia_Clifford@bedfordps.org) If you have any further questions.

As always, thank you for your patience, your participation, and your continued commitment to our schools,

Sincerely,

Philip Conrad  
Superintendent