

BPS Department of Pupil Personnel Services

Information for Superintendent Transition

Department of Pupil Personnel Services

Child
Outreach
Screening

Special
Education
and 504

School Nurse
Services

Social Work
and School
Psychology
Services

Office of Pupil Personnel

Kristen Matthes	Director of Pupil Personnel
Mark Biancuzzo	Assistant Director of Pupil Personnel
Sue Constable	Early Childhood Coordinator/Autism Coach
Lisa O'Connor	Elementary Team Chairperson
Ruth DeRocha	Administrative Assistant
Devon Egge	Administrative Clerk
Jerilyn Dupuis	Transportation Coordinator
Kelly Halloran	Child Outreach Head Screener (independent contractor)

PPS Staff	Sowams	Nayatt	PHS (includes PK)	HMS	BMS	BHS
Special Education Teacher	3	3	8	8	11	12
School Psychologist			1	1	1	
Social Worker	1	1		.5	.5	
SLP	1	1	1	1	1	Shares with BMS and HMS
Nurse	1	1	1	1	1	1
TA	6	6	16	7	14	14
OT(indepent contractor)	4 for district					
PT(indepent contractor)	1 for district					
APE	2 for district					

Budget

May	June	July	August	September	October
2024-2025 IDEA Part B and Preschool CRP Application Opens	2024-2025 IDEA Part B and Preschool CRP Application with Summer Expenses Due (with signed assurances and related documents) (6/5/24)	Order Curriculum/ Instructional Materials and any needed Assistive Technology for SY 24-25			
Review with Finance Director any changes to Out of District Enrollment					

Extended School Year (ESY) and Summer Evaluations

May	June	July	August	September	October
ESY Preparation -IEP meetings -Transportation -Space planning for BMS -Begin to secure staffing including from outside agencies	ESY Final Preparation -Student Lists -Staffing and assignments -Move furniture, supplies and equipment to BMS Dates of ESY are (6/25/24-8/1/24)	ESY Check Ins -Make any staffing changes if needed -Prepare staff for progress reports	ESY Closes (8/1/24) -Ensure progress reports are sent	ESY Progress Checks -Review Progress Monitoring Data with Teachers	
	Finalize Summer Evaluation Team	Summer Evaluation Team conducts evaluations and reviews at ET meetings			

Special Education Programming

May	June	July	August	September	October
			Meet with principals regarding programming and staffing for SY24-25	Finalize staffing and programming for SY 24-25 Including outside agencies	Make any needed staffing changes due to any changes that have occurred with student needs
			Sending and receiving teams coordinate on plans/actions for individual students to support smooth transition from school to school		

State Testing

May	June	July	August	September	October
DLM testing window closes 5/31/24		DLM results will be available in KITE portal			State officially releases state testing results

Transition Aged and Beyond

May	June	July	August	September	October
Spring 2024 Indicator 14 Transition Outcomes Survey collection in progress	Spring 2024 Indicator 14 Transition Outcomes Survey collection is due (6/14/24)		Secure jobsite locations for upcoming school year	Finalize jobsite locations for upcoming school year	
State Transition Institute (5/17/24)	Summary of Performance sent				

PK Program

May	June	July	August	September	October
Bright Stars Application is due		Monitor enrollment to determine staffing needs and number of 4 year old classrooms	Finalize staffing and number of classrooms based on enrollment and student needs	Review schedules for related services providers	

Professional Development

May	June	July	August	September	October
Meet with TA PD Task Force	Finalize plans for TA PD (2 days) for SY 24-25	Finalize PD for 8/26 and 8/27	Plan CPI training schedule for year	Ensure all buildings have mandatory trainings scheduled	Monitor mandatory training adherence
Plan with principals around PD needs			Plan and set dates for Special Education Building Department meetings for SY 24-25	Review 504 and IDEA Compliance Information with Admin Team	

Other

May	June	July	August	September	October
	Principals share Accessibility in School and District Events Policy and Checklist with Building Special Education Task Force	Number of Physical Restraints reported to RIDE (By 7/30/24)	Send out letters to families of students with IEPs who are parentally placed	Principals set meeting schedule for Building Special Education Task Force	Consultation meeting with Private Schools regarding services for students with IEPs
	Send out Turning 22 Letter		Develop revised CPI policy draft	Collect schedules from staff	Send out Age of Majority Letter
	RIDE Census 6/1/24		Procedural Safeguards sent to all families of students with IEPs	Connect with SEAC leadership to set meeting schedule for the year	

Contracted Agency	Type of Support
Perkins	Mobility Specialist
Sherlock Center	Teacher of the Visually Impaired
RI School for the Deaf	Audiologist and Teacher of the Deaf and Hard of Hearing
Career Staff	CNAs, Nurse
Maxim	Nurse
Momentum	TAs (Behavior)
Thrive	TA (Behavior)
Pathways	TA (Behavior)
Looking Upward	TAs (Behavior)

Challenges/Opportunities

Rising costs of out of district placements

Significant increase in number of eligible students SY 23-24

Supporting students with significant Social, Emotional and Behavior needs in LRE

Increasing the effectiveness of ALP programming at BHS