



Director's Report

December 11, 2024

Student Enrollment: 198

Program Referrals: All programs have referrals.

Staffing: We currently have ASL interpreter positions open in our DHHP middle and high school programs. We have a long-term substitute teaching position open in the Kelly Day Program.

Space: We continue to look for new space opportunities to expand the CAPS Senators Program. Space in the Gateway school is being modified to include more calming spaces and easier transitions within the building.

Contracted Services Availability: CAPS AAC/AT department is available for evaluation and consultation. Please reach out with any speech, TVI, and O&M needs.

Highlights and Initiatives:

- **Monty Tech/CAPS STEP Program Partnership:** The STEP program was renewed for a fall session and started back up on October 28th. Participants benefit from vocational skills training in culinary work, Petcare, daycare, and data entry/administrative assistant training. Employees from CAPS and Monty Tech are supporting the program as teachers and vocational assistants. Monty Tech has applied to renew grant funding for a spring session. A program celebration will be held on December 17th.
- **Artist Retreat Performance:** Three CAPS DHHP students participated in this fall play at Bigelow Middle School.
- **CAPS Central Mass Special Education Directors Group:** This group continues to meet monthly. This month will feature a presentation by Michelle Atter, Gateway Program Director, and Mindy LeBlanc, CAPS Transition Specialist on the LINKS Program.
- **Grant Update:** Professional development, coaching, and modification of Gateway space is continuing as a result of the receipt of the Reducing or Eliminating the use of Time out Space Grant. We plan to re-apply if this grant is renewed.
- **CAPS Curriculum Committee:** Started meeting monthly. The committee is made up of teachers and administrators from across CAPS programs and is being led by CAPS Director of Student Services, Jennifer Storm.

Update on Expansions:

- **DHH (Pre-K):** This classroom opened on 10/1/2024. A new referral is currently pending.
- **Gateway (Elementary classroom):** This classroom opened mid-October. Three students have now been enrolled. Additional referrals are currently being reviewed and intakes/interviews scheduled.
- **Senators (Elementary classroom):** This classroom is open, and 6 students are enrolled and attending.

Collaborative Financial Review Protocol: CAPS Executive Director and Finance Director have recently attended MOEC presentations on the Educational Collaborative Financial Review Protocol being implemented by DESE. This revised financial review protocol will be in addition to the independent audit that Massachusetts collaboratives participate in and will take place over the next 3 years. Twelve indicators will be evaluated. CAPS is scheduled for review between July 2026 and June 2027.

Respectfully Submitted: Sheri D'Annolfo, Executive Director