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## **PARENT/GUARDIAN NOTICE**

**To:** Brooke Roslindale Parents/Guardians  
**From:** Director of Operations  
**Date:** May 9, 2016  
**Re:** 2016 Brooke Roslindale & Brooke East Boston – Coordinated Program Review

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As one part of its accountability system, the Massachusetts Department of Elementary and Secondary Education oversees compliance with education requirements through the Coordinated Program Review (CPR). The CPR covers selected requirements in the areas of Special Education, Civil Rights Methods of Administration and Other General Education Requirements, and English Learner Education.

Following an onsite review for the CPR, the school receives notice regarding any areas needing corrective action to ensure compliance with education requirements. This notice is provided to inform parents/guardians of Brooke Charter School students of the following updates to school policies, procedures, and communications:

- The nondiscrimination statement in the Student & Family Handbook has been revised to include the protected category of homelessness/housing status.
- The nondiscrimination statement in the Student & Family Handbook has been revised to include reference to extracurricular activities and the protected category of gender identity.
- The Student & Family Handbook has been revised to include amendments that extend protections to students who are bullied by staff members.
- The Student & Family Handbook has been revised to include the following language regarding alternatives to suspension: "In every case of student misconduct for which suspension may be imposed, a Principal shall exercise discretion in deciding the consequences for the offense; consider ways to re-engage the student in learning; and avoid using long-term suspension from school as a consequence until alternatives have been tried. Alternatives may include the use of evidence-based strategies and programs such as mediation, conflict resolution, restorative justice, and positive interventions and supports."
- The nondiscrimination statement on the Brooke Charter School website has been revised to include the protected categories of gender identity and homelessness/housing status.
- The policy and process for providing information and academic counseling on general curricular and occupational/vocational opportunities have been revised to include the protected categories of ethnic minorities and homelessness/housing status.
- The procedures for reviewing counseling materials for bias and stereotypes have been amended to include the protected categories of color, gender identity, religion, national origin, sexual orientation, and homelessness/housing status.
- The process for reviewing all educational materials for simplistic and demeaning generalizations has been revised to include gender identity as a protected category.

Please feel free to direct any questions or comments regarding the Coordinate Program Review to [ethurman@ebrooke.org](mailto:ethurman@ebrooke.org) or 617-325-7977 for Brooke Roslindale or [eburnor@ebrooke.org](mailto:eburnor@ebrooke.org) or 617-409-5150 for Brooke East Boston.