

**La Tierra Montessori School of the Arts and Sciences**  
Public Education Commission (PEC) Special Meeting, January 30, 2023  
Charter Schools Division (CSD) January 25, 2023 Site Visit Report

In response to discussion and action during the January 20, 2023 Public Education Commission (PEC) meeting, the Charter Schools Division (CSD) has conducted continued monitoring of La Tierra Montessori School.

On Wednesday, January 25, 2023 a site visit team composed of CSD staff and the NMPED Special Education Bureau conducted a site visit to La Tierra Montessori School. The primary scope of the visit was to assess if the school has taken further action to:

- Implement policies and procedures that ensure the safety and security of the school, and to provide appropriate student supervision daily.
- Make available and deliver free, appropriate public education with special education and related services for children with disabilities.
- Ensure the protection of the rights of children with disabilities and the rights of their parents.
- Compile documentation and evidence to support the provision of each of the above items.

It should be noted that this report contains observations made by the site visit team, as well as updates provided by the Interim Head Learner. No specific timelines for any proposed plans and/or changes summarized within this report were provided during the site visit.

### **Safety and Security**

#### ***Student Drop-off/ Morning Supervision***

The site visit team made the following observations relative to student drop-off and morning student supervision:

- Staff supervision was available outside for the duration of student arrival/ drop-off.
- Front door was monitored by staff prior to the start of the school day.
- Teaching staff was present by 8:00 a.m.
- Adult supervision was provided for all spaces where children were present prior to the start of the school day (cafeteria and classrooms).

During the site visit, the school reported the following plans relative to student supervision:

- Continued testing and improvement of drop-off/ pick up system, and student supervision procedures, as needed.
- Intend to further enforce personnel policies to ensure sufficient staffing and supervision of children throughout each school day.

### ***Security of Building Entrances***

The site visit team made the following observations relative to the security of building entrances:

- The main entrance, while open during drop-off, was adult monitored, inside and out.
- Secondary entrances to the school building were secured.
- The school door bell system when tested was functioning, but worked inconsistently.

During the site visit, the school reported the following plans relative to the security of building entrances:

- Upgrades to the security system, and plans to install alarms on all exterior doors.
- The school provided assurances that the doorbell system would be replaced immediately.

### ***Visitor Screening System***

The site visit team made the following observations relative to the visitor screening system:

- Improved monitoring by staff of guest entering and exiting, but a clear sign-in/ sign-out system was not observed being implemented.
- Doorbell, automatic door lock, and front-door camera appeared to be a part of one system. Due to the inconsistent functionality of the doorbell, the true quality and effectiveness of the entire system could not be determined upon testing.

During the site visit, the school reported the following plans relative to the use of a consistent visitor screening system:

- The development of an improved visitor screening system with the input of the Office Manager is in process.
- Source a replacement security/ screening system.

### ***Attention to and Security of Classroom Spaces***

The site visit team made the following observations relative to the attention to and security of classroom spaces:

- The S.T.E.M classroom door continues to be in need of repair. The class was observed to be very clean and orderly, and previous issues with the water elements were resolved.
- Adult supervision was available in each classroom where children were present.

During the site visit, the school reported the following plans relative to the attention to and security of classroom spaces:

- Intent to repair the S.T.E.M classroom door.

### ***General Property Use***

The site visit team made the following observations relative to general use of the property:

- Implementation of an upgraded pick/up drop-off system and area, including staff supervision and the use of safety cones and enforcement of curbside, student entry and exit of vehicles.

During the site visit, the school reported the following update relative to the general use of the property:

- The school is in communication with the business owners leasing space at the school concerning the alignment of business operations with the school's safety improvement plans.
- The school is actively working to identify classroom door keys so doors may be secured in the event of an emergency.
- The school is collaborating with the PTA on a plan to fortify the school's gravel driveway, filling all unsafe gaps and holes

### **Delivery of Special Education and Related Services**

Members of the site visit team included staff from the Special Education Bureau and CSD. The team met with the Interim Head Learner/ Special Education Coordinator for an update concerning the school's delivery of special education instruction, the provision of related services, and appropriate administration of the program.

The following updates and plans related to the special education program were reported:

- Limited specialized instruction has begun taking place.
- Scheduling of Related Services Providers is being streamlined, services continue, and assessments are being conducted.
- The Interim Head Learner/ Special Education Coordinator is in the process of collaborating with other teachers on site that possess Special Education credentials to plan and schedule specialized instruction across all grade levels.
- IEP Meetings for transition-aged students have started to take place
- The school was able to confirm with teachers that they were provided with details about IEP services and support for each student at the start of the school year, however there are plans to reissue the information and provide staff with additional professional development on Individualized Education Plans.
- A complete review of all Special Education files is planned.

Despite the updates provided concerning the delivery and administration of the special education program at La Tierra Montessori School, the previously identified concerns about the program continue to persist, or could not be documented as improved during the site visit:

- Irregular delivery of specialized instruction/ special education
- Inconsistent and incomplete delivery of related services
- Failure to assign appropriate services, accommodations, and IEP goals
- Incomplete or absent service records/ logs
- Inconsistent maintenance and storage of records
- A lack of evidence of teacher knowledge of and access to student IEPs contents