



# CHARMS COLLABORATIVE

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Old Colony YMCA, 445 Central Street • Stoughton, Massachusetts 02072  
(781) 344-1463 • Fax: (781) 344-5299  
[www.charms-collaborative.org](http://www.charms-collaborative.org)

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# CHARMS COLLABORATIVE

*YOUR JOURNEY TO SUCCESS*

# FY15 ANNUAL REPORT

Prepared by  
Rosalie O'Connell, Executive Director/Program Director  
December 2015

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# INTRODUCTION

In accordance with Section 43 of the Acts of 2012, Charms Collaborative has prepared the Annual Report and Audit for FY15. On December 18, 2015 the Annual Report and Audit were approved by the Charms Collaborative Board of Directors. The FY15 Annual Report and Audit will be posted on the Charms website ([www.charms-collaborative.org](http://www.charms-collaborative.org)) for public review and will be shared with all member school committees.

Charms serviced students from twenty nine (29) districts in Massachusetts. Expanded collaboration between programs, staff and the community allowed us to enhance service delivery and foster additional community partnerships. With a focus on strengthening our transition planning, staff worked closely with families and students to determine students' baselines and set individualized goals to best prepare them for their futures. In addition to our six (6) programs, we reviewed and put into action the choice to receive a number of services from any one of the programs that best meet the students' needs. For example, it was determined that one student would benefit from the services from our alternative learning as well as the vocational/life skills programs in order to reach his full potential. With district approval, we were able to create an individualized schedule in order for the student to receive the best of all available services over the course of eight (8) years.

The Charms Community continued to enhance services for our students throughout the FY15 school year. One of the many highlights of the year was being invited to move our administrative offices to the Old Colony YMCA. In addition to the office space, we acquired a full size classroom with kitchen in order to expand our community partnerships, vocational training and life skills opportunities. In addition to the office and classroom spaces, our students have become regular visitors at the Y and can often be found walking the track or using the equipment.

As we continue to increase our services and abilities to meet individualized needs, we look forward to additional districts utilizing our educational opportunities for their low incident special education populations.

Respectfully submitted,

Rosalie O'Connell  
Executive Director/Program Director  
Charms Collaborative

# GENERAL INFORMATION

Administrative Office Location:  
Old Colony YMCA  
445 Central Street  
Stoughton, MA 02072

Office Phone: 781-344-1463  
Office Fax: 781-344-5299

Charms Collaborative Twitter @charmscollab

Charms Collaborative Website [www.charms-collaborative.org](http://www.charms-collaborative.org)

## GOVERNANCE

### Board of Directors FY15

Avon	Mr. Paul Zinni	Superintendent of Schools
Canton	Mr. Jeff Granatino	Superintendent of Schools
Holbrook	Dr. Patricia Lally	Superintendent of Schools
Milton	Ms. Mary Gormley	Superintendent of Schools
Sharon	Mr. Timothy Farmer	Superintendent of Schools
Stoughton	Dr. Marguerite Rizzi	Superintendent of Schools

### Operating Committee FY15

Avon	Ms. Christine Godino
Canton	Ms. Deborah Bromfield
Holbrook	Ms. Cheryl Flynn
Milton	Ms. Karen Clasby
Sharon	Mr. Steve Kaplan
Stoughton	Ms. Heather Tucker

## **Administrative Team FY15**

Executive Director/Program Director	Rosalie O'Connell
Business Manager	Ellen Whittemore
Administrative Assistant Human Resources/Payroll	Christina Farrington
Treasurer	Donna Erickson

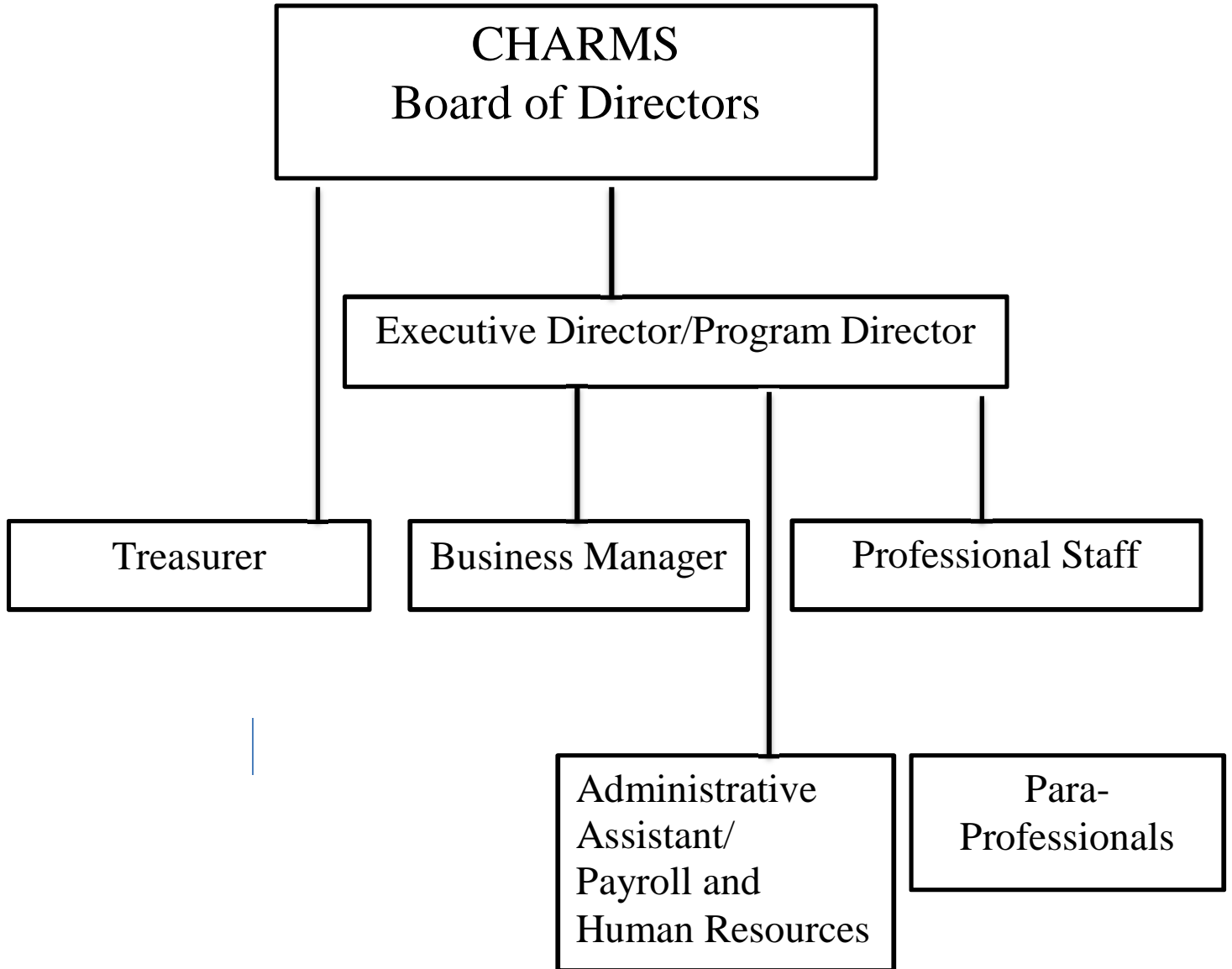
## **FY15 GENERAL STATISTICS**

Years in Service	38
Employees	38.0 FTE
Member Districts	6
Districts Served	29
Programs	6
Program Sites	6 ó Canton (3), Sharon (1), Avon (1)

### **Staff Demographics**

Administration	2.0
Administrative Support	1.0
Teachers	10.0
School Adjustment Counselors	1.6
School Psychologist	.5
Nurses	3.0
Speech Therapists	2.0
Physical Therapists	1.0
Occupational Therapists	1.0
Teachers of the Visually Impaired	1.9
Educational Assistants	14.0
<b>TOTAL STAFF (FTE)</b>	<b>38.0</b>

# CHARMS ORGANIZATION CHART





## **MISSION AND PURPOSE**

Pursuant to M.G.L. Chapter 40, Section 4E and 603 CMR 50.00, the mission and purpose of the Charms Collaborative is to jointly conduct and create educational programs and services for Member Districts and neighboring school districts when it is determined that such Collaborative programs and services can:

- É Provide effective and efficient programs and services on a regional basis.
- É Offer cost-effective options.
- É Increase educational opportunities for children ages 3-22.
- É Improve educational achievement for students with low-incidence disabilities in the least restrictive environment.
- É Nurture community-based opportunities in order to expand independent living skills and support transitions.
- É Provide professional development opportunities, staff training and consultation.
- É Provide contracted services to school districts in order to promote and strengthen cooperative action on behalf of the students.
- É Support parents as part of the Educational Team.

## **FOCUS**

Pursuant to M.G.L. Chapter 40, Section 4E and 603 CMR 50.00, the focus areas of the Charms Collaborative are the creation of special education programs and services in the least restrictive environment, comprehensive professional development within local communities of the member and neighboring school districts and the strengthening of family engagement in the educational process.

## **GUIDING BELIEFS**

We believeí .

- É Each student has intrinsic worth and unique needs
- É All students have the ability and need to learn
- É All students can learn in appropriately individualized programs
- É In providing Professional Development for staff in order to provide current educational strategies to our students.
- É All Collaborative programs are an integral part of the Charms community
- É Public awareness is the responsibility of the entire Charms community
- É In a community partnership to strengthen resources and communication.
- É All students have a right to a quality education with high expectations
- É All students have the right to learn in a safe and secure environment
- É Our diverse Charms communities provide strength for our programs and services
- É Collaboration creates a comprehensive continuum of services
- É Parents are their childrens most important advocates



# GOALS AND OBJECTIVES

Pursuant to M.G.L. Chapter 40, Section 4E and 603 CMR 50.00, the overall goals and objectives of the Charms Collaborative include:

- ❖ **1. To provide quality programs to meet the on-going and changing needs of students.**
  - To administer annual internal evaluations and needs assessments of each program.
  - To conduct periodic external reviews/evaluations of current and future programs.
  - To provide inclusive, sequential programs with a continuum of educational services and facilities within communities.
  - To provide on-going communications with Member and Non-Member Districts regarding collaborative programs in order to support their needs.
  
- ❖ **2. To create and maintain a stable financial infrastructure.**
  - To consider increasing Charms membership in order to expand programs.
  - To pursue grants and other funding to support identified district needs in a cost-effective manner.
  - To provide quality, cost-efficient professional development.
  - To provide quality, cost-efficient contracted services to districts.
  
- ❖ **3. To provide comprehensive professional development opportunities for both Charms and districts.**
  - To develop and implement a comprehensive assessment process to meet Collaborative and district professional development needs.
  - To provide staff training to meet local, state and federal regulations.
  - To provide staff development that sustains and enhances present programming within the Collaborative.
  
- ❖ **4. To support relationships and outreach to staff, parents and community in order to enhance awareness and communications.**
  - To provide an on-going internal mechanism to increase dialogue and problem solving activities within the Collaborative and community.
  - To update the Collaborative website in order to share information and provide immediate access to information in accordance with the laws.
  - Increase community awareness and student involvement in the local communities

# **PROGRESS TOWARD FY15 GOALS**

1. **Accomplishments for Goal #1-Quality Programming:**
  - Internal reviews of programs and services provided in order to meet individualized student needs.
  - Curriculum updates to meet identified student needs.
  - Offering availability of services rather than programs in order to meet individual needs
  
2. **Accomplishments for Goal #2-Financial Infrastructure:**
  - Continue to assess cost saving measures in order to reinvest savings into the services.
  - Staffed programs according to service needs.
  - Increased access to service availability to all Charms students across programs.
  
3. **Accomplishments for Goal #3-Professional Development:**
  - Identified areas of need for Professional Development
  - Provided a variety of PD opportunities to meet the needs of all staff.
  - Increased opportunities for staff to access PD outside of Charms
  - Completed mandated DESE and Health related trainings throughout the school year.
  
4. **Accomplishments for Goal #4-Outreach**
  - Utilized Charms Learning Groups
  - Relocation of administrative offices and classroom space at the Old Colony YMCA
  - Student and Staff Volunteer Opportunities
  - Website, Twitter and Facebook Active Accounts

# COST-EFFECTIVENESS OF PROGRAMS AND SERVICES

## Programs

In order to determine cost-effectiveness of the Charms Programs, comparable private day school placements were reviewed. In order to provide a uniform comparison, the daily rate of three private school placements was averaged for each of our three program continuums.

<b>Charms Collaborative</b>				
	Charms	Member	Non-Member	Private Moderate Intensive
<b>Multi Skills Classes</b>		\$287.89	\$337.42	\$352.68 \$388.49
Elementary Skills Class				
Multi Skills I				
Multi Skills II				
<ul style="list-style-type: none"> <li>• Member savings over 180 days equals- Mod/\$11,662.20 Int/\$18,108.00</li> <li>• Non-member savings over 180 days equals- Mod/\$2,746.80 Int/\$9192.60</li> </ul>				
<b>Alternative Learning Programs</b>		\$247.12	\$298.22	\$306.91
Middle School				
High School				
<ul style="list-style-type: none"> <li>• Member savings over 180 days equals- \$10,762.20</li> <li>• Non-member savings over 180 days equals-\$1,564.20</li> </ul>				
<b>Vocational/Life Skills Program</b>		\$280.68	\$327.42	\$357.78
<ul style="list-style-type: none"> <li>• Member savings over 180 days equals- \$13,878.00</li> <li>• Non-member saving over 180 days equals-\$5,464.80</li> </ul>				

## Charms Services

Charms programs offer all specialized services (OT, PT, Counseling, TVI, Health and Speech/Language) inclusive to the tuition rate except for home consulting and one to one educational assistant supports. The average student receives between 36 to 72 hours of specialized services in a school year. Students requiring more intensive services may have up to 108 hours of specialized services in a school year. Additional services are billed only for students who are not enrolled at a full time status within Charms Collaborative. The graph bellows indicates the cost saving to member and non-member districts with specialized services included in the tuition.

<b>Charms Collaborative FY15 Specialized Services Rates</b>	
<b>Member Rate</b>	<b>\$77.25</b>
Savings for 36 hours of services-	\$2,781.00
Savings for 72 hours of service-	\$5,562.00
Savings for 108 hours of service-	\$8,343.00
<b>Non-Member Rate</b>	<b>\$89.84</b>
Savings for 36 hours of services-	\$3,234.24
Savings for 72 hours of service-	\$6,454.08
Savings for 108 hours of service-	\$9,702.72

# **CHARMS COLLABORATIVE PROGRAMS AND SERVICES**

## **Charms Educational Programs**

### **Elementary Learning Skills: East Elementary School, Sharon**

This program is for students ages 8-12 years old with disabilities including atypical development, autism and other pervasive developmental disabilities; developmental communication disorders, including atypical development with related difficulties with motor systems and language development; cognitive, sensory processing, learning and social-emotional needs.

- Opportunities for inclusion with supports
- Individualized Academics
- Behavior Management Plans

### **Multi Skills 1: Avon Middle/High School, Avon**

This program is for students ages 12 -15 with multiple disabilities including but not limited to moderate to severe, developmental disabilities, atypical development, autism and other pervasive developmental disabilities, cerebral palsy, vision and hearing impairment, communication disorders and social-emotional challenges.

- Direct instruction is provided for functional academics, behavior/social-emotional, communication, self-care and daily living skills.
- Inclusion Opportunities with supports
- For FY15, classroom moved from the South Elementary School in Stoughton to the Avon Middle/High School in Avon due to the ages and needs of the students.
- At the end of FY15, classroom relocated to Rodman building in Canton due to lack of space within a public school setting.

### **Multi Skills II: Rodman Administration Building, Canton Satellite Location: Old Colony YMCA, Stoughton**

For students ages 16 to 22 with multiple disabilities including but not limited to moderate to severe, developmental disabilities, atypical development, autism and other pervasive developmental disabilities, cerebral palsy, vision and hearing impairment, communication disorders and social-emotional challenges.

- Direct instruction is provided for functional academics, behavior/social-emotional, communication, self-care, daily living skills and pre-vocational training.
- Weekly opportunities for community engagement and pre-vocational training prepare students for adulthood.

- Opportunities to participate in Vocational/Life Skills Program as appropriate.
- Health Services available on site.
- Family Supports with Transition Planning

**Middle School Alternative Learning Program: Galvin Middle School, Canton**

This program is for students ages 11-15 who require an academic therapeutic setting that allows access to the general education curriculum with additional support for academics, social, emotional and behavior skills. We serve students who have low to above average intelligence who exhibit one or more of the following disabilities or differences: language-based learning, non-verbal, PDD, communication, anxiety, depression, adjustment disorders and social-emotional fragility.

- Academic classes within small groups or inclusion with supports
- Small group and individualized counseling
- Individualized balanced literacy supports to support reading within the curriculum.
- Program closed at the end of FY15 due to lack of space within a public school setting.

**High School Alternative Learning Program: Canton High School, Canton**

This program is for students age 14-19 that require an academic/ therapeutic setting that allows them to access the general education curriculum with additional support for academics, social, emotional and behavior skills. We serve students who have average to superior intelligence who exhibit one or more of the following disabilities or differences: language-based learning, non-verbal, PDD, communication, anxiety, depression, adjustment disorders and social-emotional fragility.

- Academic classes within small groups or inclusion with supports
- Small group and individualized counseling
- Opportunity to schedule services within our vocational/life skills program

**Vocational/Life Skills: Canton High School, Canton  
Satellite Location: Old Colony YMCA, Stoughton**

This program is for students ages 15-22 who require supports in order to maximize students' proficiency in all areas of functional life skills in preparation for independent living and potential employment. The staff works with the parents, districts and outside agencies to ensure appropriate transition plans based on individual student needs. Within this program we offer services to meet each student's unique profile. Options include:

- The opportunity for students to participate in inclusion classes as well as be exposed to functional academics, pre-vocational and daily living skills activities. The schedule is designed to meet the individualized needs of each student.
- The opportunity for our older students to participate in real life skills and vocational experiences in order to best prepare for independent living and/or gainful employment.
- Opportunity to work towards a high school diploma while participating in the vocational/life skills aspect of the program.
- Program moved from the Sharon High School to the Canton High School due to the Sharon Public Schools developing their own vocational program. A significant number of students utilizing the program prior to FY15 are Sharon district students; therefore it made sense for Sharon to develop their own program in house.

### **Charms Collaborative Program and Student Data FY15**

	Total Number of Classrooms	Total Number of Students	Member District Students	Non-Member District Students
Multi Skills I: Avon Middle/High School	1	3	3	0
Elementary Learning Skills: East Elementary School	1	3	0	3
MS Alternative Learning Program: Galvin Middle School	1	5	4	1
HS Alternative Learning Program: Canton High School	1	8	2	6
Vocational/Life Skills: Canton High School	1	4	0	4
Multi Skills II Programs: Rodman Building	1	15	3	12
<b>TOTALS</b>	<b>6</b>	<b>38</b>	<b>12</b>	<b>26</b>

## **Charms Collaborative Services for Students**

- Vision Services
- Physical Therapy Services
- Occupational Therapy Services
- Orientation and Mobility Services
- Vocational Training, Job Coaching, Job Placements
- Transition Planning
- Planning for Post-Secondary Education
- Speech and Language Therapy Services
- Evaluation Services
- Individualized Behavior Plans
- Health Care and Nursing Services including comprehensive Health Care Plans
- Life Skills Support
- Community Partnerships

## **Charms Collaborative Services for Parents**

- Collaboration with outside agencies and health care providers
- Home Consultation (additional fee)
- Support with Assistive Technology
- Transition Planning

## **Charms Collaborative Services for Professionals and Districts**

- Professional Development
- Professional Learning Communities
- Medicaid Billing



## **PROFESSIONAL DEVELOPMENT OPPORTUNITIES OFFERED IN FY15**

- Regulations for Educational Collaboratives
- Confidentiality and Privacy of Educational Records
- Educator Evaluation Workshops
- Non-Violent Crisis Interventions
- IEP Process and Esped Training
- Assistive Technology
- Balanced Literacy
- Transition Planning
- Behavior Supports and Implementing Behavior Plans
- Developing and Implementing Functional Behavior Assessments
- Bullying and Cyber-bullying
- Health Related Topics and Trainings

## HIGHLIGHTS FOR FY15

### É Continued Partnership with Old Colony YMCA in Stoughton

- É Student Volunteers
- É Classroom with kitchen
- É Access to the Y Facilities





FY15 Annual Charms Dance at the Y

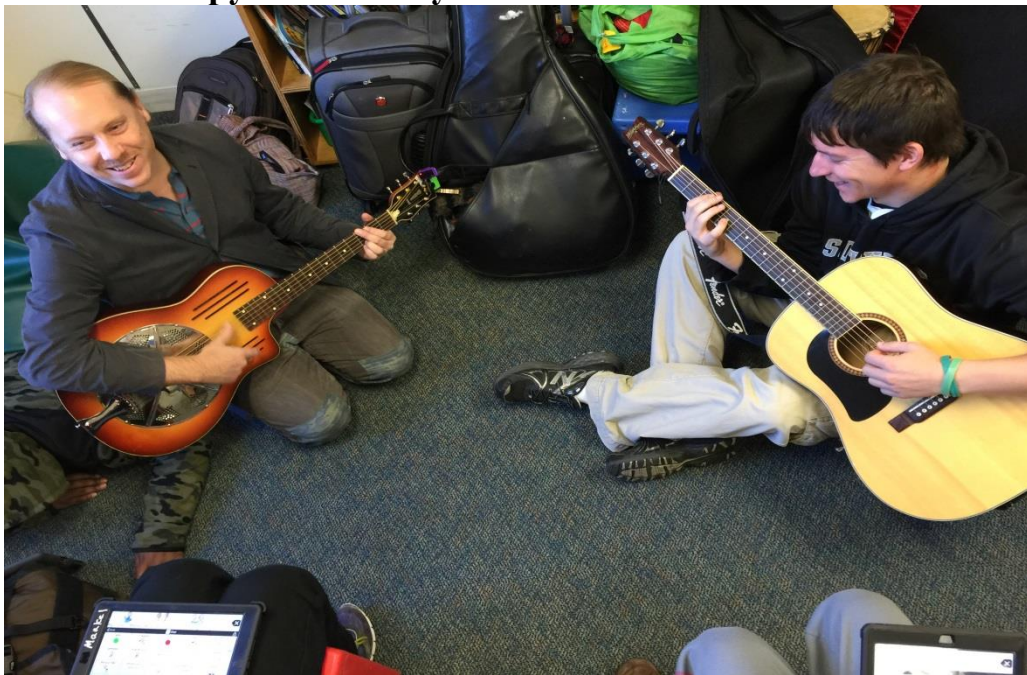


Learning to swim at the Y

- **Special Olympics Spring 2015**



- **Music Therapy Provided by Tim from Whittier**



## **CONCLUSION**

In conclusion, Charms Collaborative has continued to develop services that meet the unique needs of the low incidence special education population in our neighboring communities. Staff commitment to the Charms goals and individualized instruction continues to strengthen our resources and our ability to design services outside the box.