UNIFIED INFORMATION SOLUTIONS AND TECHNOLOGIES

Accessibility Verification Report (AVR)

Project Information

Project Name: ITS82 Accessibility Services Engagement

Agency: Massachusetts Department of Higher Education (DHE) / Executive Office of Education (EOE) / Executive Office of Education and Care (EEC)

Document Name: Form_Parent Itinerant Notification Opt-Out_Aug25

File Name / URL: https://www.mass.gov/doc/notification-for-parentsguardians-itinerant-team-services-visiting-educators

Document Type: ■ PDF ☐ Word ☐ PowerPoint ☐ Excel ☐ Web Content ☐ Other

Date Remediated: 6/29/26

Date Validated: 6/30/26

Validated By: Mark R

Remediated By: Jackie W

Accessibility Standards Applied

■ WCAG 2.1 Level AA

☐ PDF/UA Standards (where applicable)

■ Section 508 Accessibility Requirements

☐ Commonwealth of Massachusetts Digital Accessibility Policies

Validation Methodology

Automated Validation Tools

■ PAC (PDF Accessibility Checker)

■ Adobe Acrobat Accessibility Checker

☐ Axe DevTools

☐ WAVE

☐ Lighthouse

☐ Other: _____

Manual Accessibility Review

■ Reading order verification

■ Heading structure validation

■ Alternative text review

■ Table structure validation

■ Form field accessibility review

■ Color contrast review

■ Keyboard accessibility validation

■ Link validation

■ Screen reader spot testing

■ Language/title metadata verification

☐ Other: _____

Validation Results Summary

Category	Status	Notes
Document Title	■ Pass ☐ Fail ☐ N/A	
Heading Structure	■ Pass ☐ Fail ☐ N/A	
Reading Order	■ Pass ☐ Fail ☐ N/A	
Alternative Text	■ Pass ☐ Fail ☐ N/A	
Tables	■ Pass ☐ Fail ☐ N/A	
Hyperlinks	■ Pass ☐ Fail ☐ N/A	
Color Contrast	■ Pass ☐ Fail ☐ N/A	
Forms/Interactive Elements	■ Pass ☐ Fail ☐ N/A	
Lists	■ Pass ☐ Fail ☐ N/A	
Language Settings	■ Pass ☐ Fail ☐ N/A	
Keyboard Accessibility	■ Pass ☐ Fail ☐ N/A	
Screen Reader Compatibility	■ Pass ☐ Fail ☐ N/A	
Accessibility Checker Results	■ Pass ☐ Fail ☐ N/A	

Accessibility Findings / Notes

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Exceptions, Limitations, or Known Issues

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Final Verification Statement

Based on the remediation and validation activities performed, this document/content has been reviewed for conformance with applicable WCAG 2.1 AA accessibility requirements to the extent outlined in this report.

■ Verified as Accessible

☐ Accessible with Exceptions Noted Above

☐ Additional Remediation Required

Supporting Validation Artifacts

■ PAC Report

☐ Acrobat Accessibility Report

☐ Screenshot Evidence

☐ Manual QA Notes

☐ Other: _____

Reviewer Sign-Off

Validator Name: Mark Rodriguez

Role/Title: Owner

Signature: Mark Rodriguez

Date: 6/30/26