

Commack U.F.S.D.
Board of Education Meeting

June 13, 2019

Tonight's Agenda

Code of Conduct:
Public Hearing

Timeline for Capital
Improvements at Commack
High School

Update on the
Marion Carll
Property Lease

Various Committee Updates

BOE Policy Review
Legislative Advocacy
Health and Safety

Announcement of
Committees, Commissions,
and Teams



Code of Conduct: Public Hearing



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Public Hearing: Code of Conduct

Prior to the adoption of the Code of Conduct at the Annual Board of Education Reorganization Meeting, the Board must provide for a Public Hearing.

The purpose of a Public Hearing is to provide an opportunity for public comment on the proposed document.

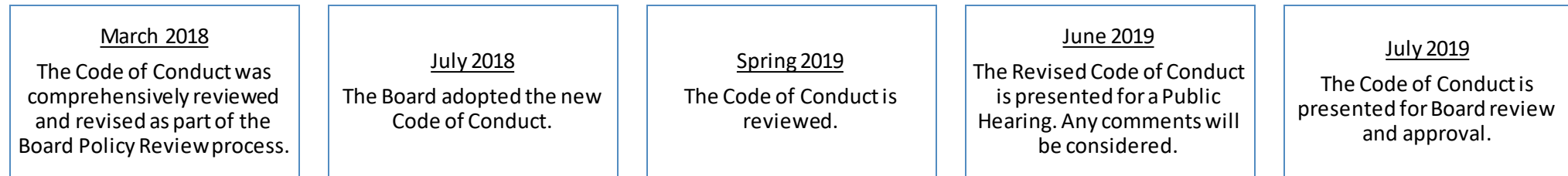
The Code of Conduct:

- Establishes an organizational commitment to a safe and orderly learning environment.
- Sets expectations for conduct on school's property and at school functions.
- Identifies possible consequences for unacceptable behavior's.
- Ensures that discipline, when necessary, is prompt and fair.

The Code of Conduct is:

- Reviewed regularly by a group of teachers and administrators, with student and staff input.
- Is readopted annually by the Board of Education.
- Is communicated to parents and students in a variety of ways.

Code of Conduct: Timeline of Related Actions



One revision is recommended to the Code of Conduct for the 2019-20 school year:

Page 12 Paragraph E(1) to state: “Smoking and/or possessing a cigarette, electronic cigarette, **vape pen**, cigar or pipe or using chewing or smokeless tobacco or any other nicotine related product.”

Questions from the Board of Education

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Public Comments?

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Timeline for Capital Improvements at Commack High School

Turf Field and Varsity Track

Bus Canopy/Front Landscape of Commack High School

Vestibule/Front Entrance to the Building

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Timeline for Capital Improvements at Commack High School

Paperwork Process

1. Plans and Specs Finalized (June 2019)
2. Plans and Specs Submitted to NYSED (End of June 2019)
3. NYSED Approval of Plans and Specs, Awarding of Project Number (August 2019)
4. Bids for Projects Developed and Distributed, where appropriate (August through November 2019)

Turf Field & Track

- Plan to utilize Municipal Contracts, therefore, no bidding necessary.
- Anticipated project start date is the completion of the Fall Athletic season (approx. November).

Front of High School

- Formalized renditions with detail will be developed once SED approval is received and presented to the BOE in September 2019.
- Bids “on the street” will happen from September through November 2019 for various components.
- Anticipated start date, staggered with completion the end of August 2020.

Questions from the Board of Education

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Update on the Marion Carll Property Lease

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Marion Carll Property Committee

The LIU Lease is Complete!

Highlighted Key Terms of the Lease

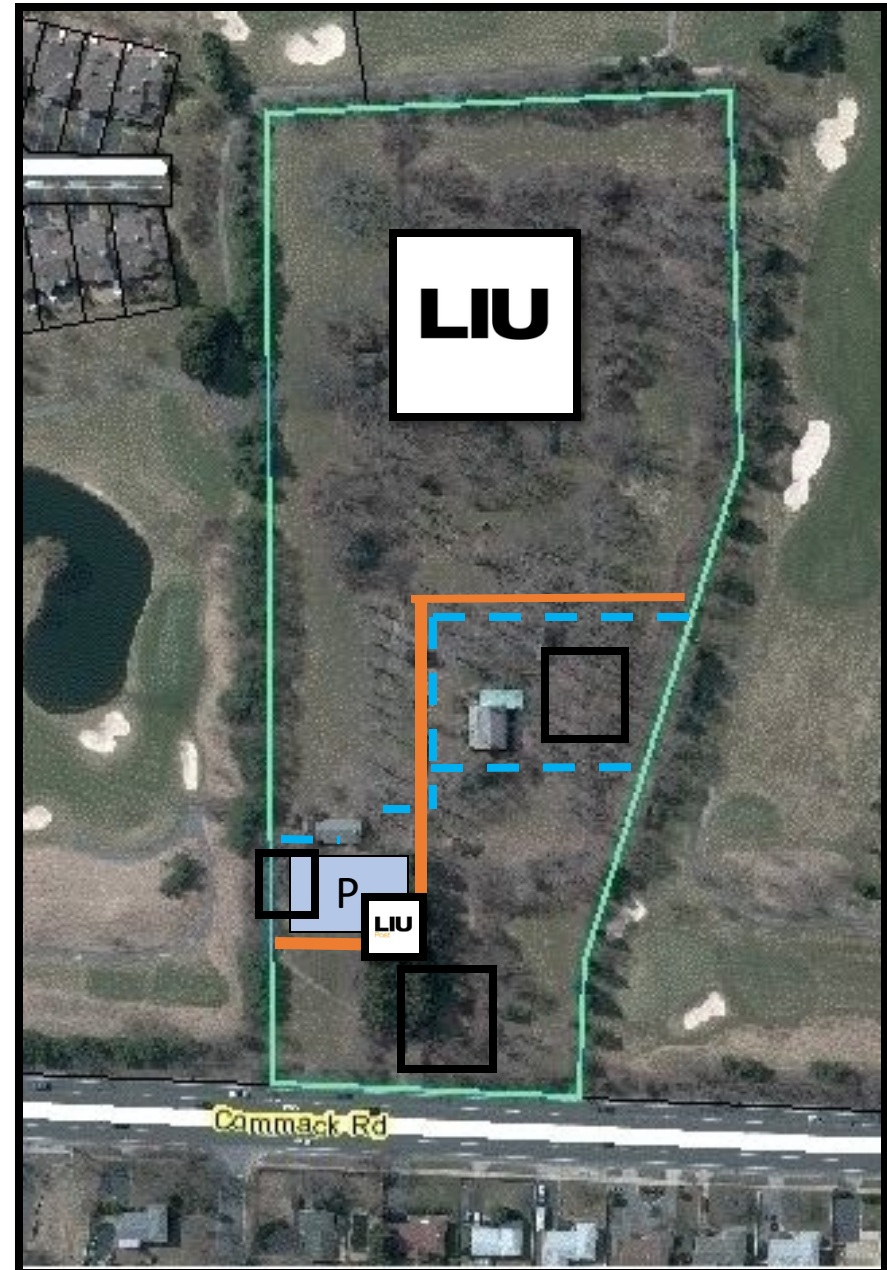
- 10-Year Lease (July 1, 2019 to June 30, 2029)
- “Rent” Schedule for each year of the lease, \$15,000 a year for the first five years and \$20,000 a year for the second five years. LIU has submitted a one-year security as well as first and last years rent, totaling \$50,000.
- Tenant Agrees to:
 - Restore the One-Room School House;
 - Repair/restore other outbuildings;
 - Install fencing and parking;
 - Maintain grounds;
 - Provide educational opportunities for the students of the Commack UFSD (e.g. field trips, curriculum writing, career and college programming), and;
 - Community Programs such as Adult Education Classes and Spring and Fall Fairs (Beginning 2020-21).



Marion Carll Property Lease

All LIU work must be approved by the District and will be in accordance with the Marion Carll Property's status on the National Registry of Historic Places.

Key:



Visual is for illustrative purposes only, not drawn to scale.

Draft Plans for Commack UFSD Portion of Property

The District maintains the home and remaining acreage (approx. 2.5 acres) and, under the direction of the Superintendent or his designee, is in the process of developing plans to remediate and subsequently manage the portion of the property not occupied by LIU. This plan will utilize a) the lease payments from LIU, b) the annual savings realized by LIU's assumption of general maintenance of the Property, and c) in-house staff when time allows to:

1. Remove, preserve and store items from the manor home;
2. Develop plans to stabilize and restore the manor home or portions thereof; then develop the home or a portion thereof, as a related "museum" for use by the school district and available to the public when appropriate and applicable, and;
3. Develop educational programming, in addition to that offered via the LIU project, for students of the District including the development of a historical library on-site, student gardening programs, green energy research programs and related agricultural opportunities for students.

Questions from the Board of Education

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Board of Education Committee Updates

Board of Education Policy Review Committee
Legislative Advocacy Committee
Health and Safety Committee

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Board of Education Policy Review Committee

The new Policy Book was adopted in May 2019!

Charge of the Standing Policy Review Committee :

To review Board of Education policies on an ongoing basis and recommend policy revisions, based on:

- Identified need(s)
- Changes in law or regulation
- Changes in circumstance and/or behavior
- Suggested revisions from BOCES and other entities

Process of the Standing Policy Review Committee:

Upon the review of a policy, based on a need above, the committee will:

- Review, revise, and recommend said policy, or;
- Form an adhoc subcommittee to review, revise, and recommend.

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Membership of the Standing Policy Review Committee

1 Board of Education member
Dr. Donald James, Superintendent of Schools
Dr. Michael Inforna, Curriculum Associate for Secondary Schools
1 Teacher Representative
1 Administrative Representative
1 Aide Representative
1 Custodial Representative
1 Secretarial Representative
1 Parent Representative
Note: Standing Committee determines adhoc committee membership, as needed.

Anticipated Meeting Timeline*:

Summer 2019
October 2019
December 2019
February 2020
April 2020
June 2020

*The Standing Committee will meet in-person every two months and, as needed, may conduct electronic reviews. The Standing Committee may determine a committee meeting is necessary beyond or in addition to the bi-monthly meeting.

Health and Safety Committee:

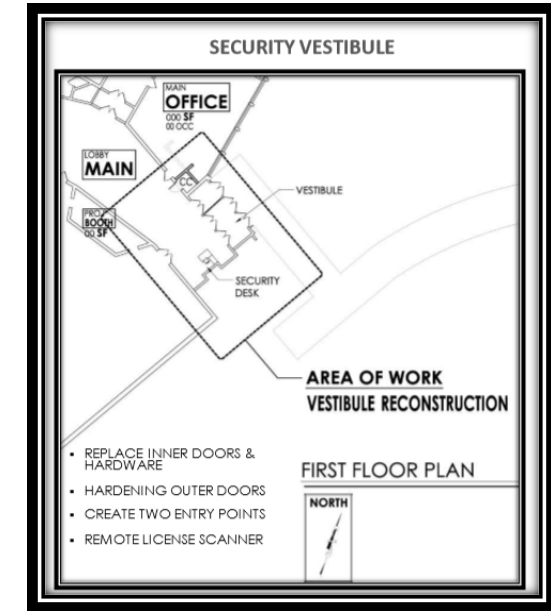
Formerly Known as the Security Connector Group

Met on May 21, 2019

At the last meeting:

A Year-in-Review
An Update on Security
Related Matters

Transitioned the
Connector Group to
**Health & Safety
Committee**



Legislative Advocacy Committee

Welcomed Senator Jim Gaughran for a Legislative Advocacy Breakfast and tour of Commack High School on Friday, May 17

Welcomed our New Student Advocates

End-of-Year “Wrap Up” meeting on June 19



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Questions from the Board of Education

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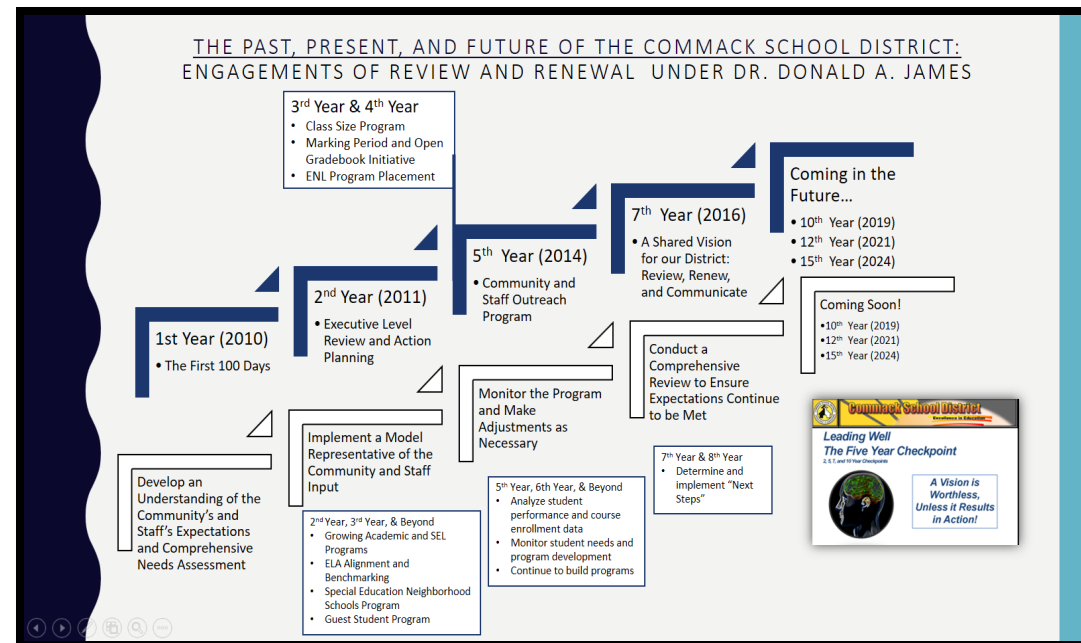
Announcement of New Committees, Commissions, and Teams

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WHY Form New Committees, Commissions, or Teams!

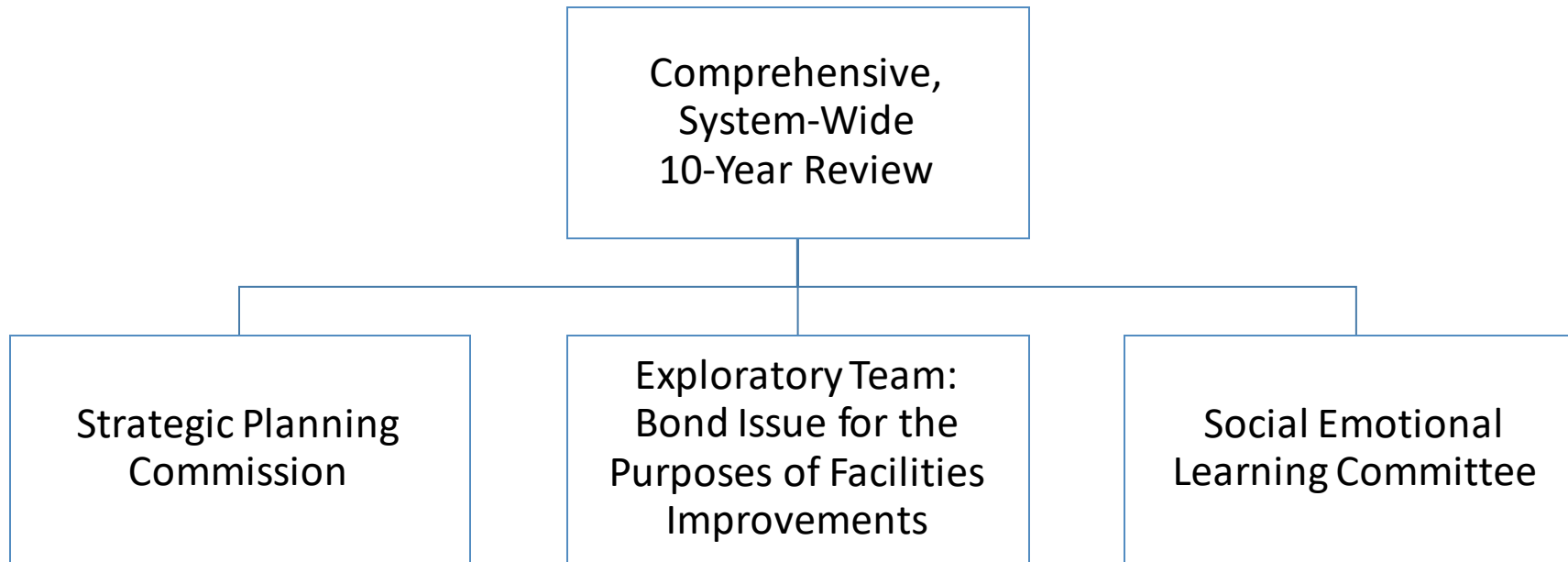
The Commack School District's tradition of "Excellence in Education" stands the test of time due to our culture of continuous review, learning, and improvement.

The 2019-20 school year marks the 10th year of the Superintendent's review process, a benchmark year. As we embark on a year of comprehensive system-wide review that engages all stakeholders, these new committees, commissions, and teams will assist in this process.



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New Committees, Commissions, and Teams



Strategic Planning Commission: Membership and Strategies for Engagement and Review

Membership

Strategic Planning Commission:

- Executive Director of Instructional Services (Co-Chair)
- Executive Director of Educational Resources and Special Projects (Co-Chair)
- Board of Education Member (1)
- Secondary Principal (1)
- Elementary Principal (1)
- Director or Coordinator (1)
- Secondary Teacher/Staff (2)
- Elementary Teacher/Staff (2)
- Secondary Parent (1)
- Elementary Parent (1)
- High School Student (1)

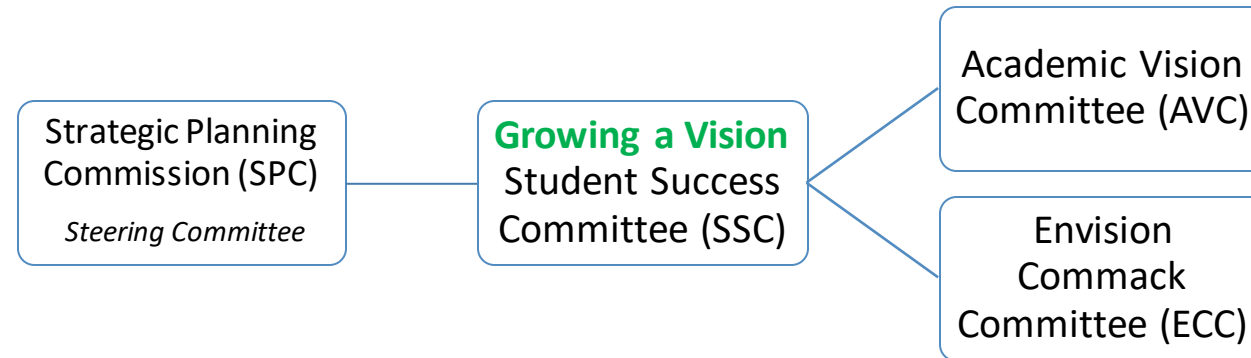
Subcommittees of the SPC will be chaired by SPC members and will include: teachers, administrators, staff, parents, community members, and, when appropriate, students.

Strategies for Engagement and Review

The **primary strategy for engagement will be the Connector Group** model. Other strategies for engagement and review that the SPC may employ are:

- Focus Groups
- Surveys
- Peer Reviewed Research/Professional Publications
- Data Analysis
- Document Review
- And, More

Strategic Planning Commission



Charge of the Commission:

- **Develop an Instructional Strategic Plan** that sets the priorities and guides decisions regarding the allocation of resources from SY21 through SY25. The plan will focus on:
 1. **Alignment of the educational program with the district philosophy** of providing a well-balanced, student-centered educational program that is focused on access and opportunity, healthy and safe students, and academic success, as Commack defines it;
 2. **Enhancing the student experience** “from A to Z” to ensure optimal conditions for student learning and success;
 3. **Establishing a long-term Strategic Enrollment and Staffing Plan (SESP)**. The SESP process will be fully integrated with the larger institutional strategic planning effort, and;
 4. Establishing mechanisms for continuous strategic planning and institutional effectiveness.

Growing a Vision of Student Success Committee (SSC): Subcommittee of the Strategic Planning Commission (SPC)

Student Success Committee (SSC)

- Identify ways to enhance the overall student experience at Commack, with a particular focus on what goes on inside the classroom.
- This committee will examine the educational challenges and opportunities that exist within and outside the four walls of the classroom.

Example Essential Questions of the SSC:

- How do we take full advantage of engaging student voice to maximize learning, success and satisfaction of all students?
- How can Commack better foster or enhance its vibrant school culture for the benefit of students?
- How can we equip students with the tools and skills needed to be successful while in the Commack schools and after they graduate?

Subcommittees will 1) be chaired by SPC members, 2) membership will be determined by the SPC and 3) will include teachers, administrators, staff, parents, community members, and, when appropriate, students.

Exploratory Team: Bond Issue for the Purposes of Facilities Improvements

Charge of the Bond Issue Exploratory Team:

Identification of a **prioritized schedule of capital projects** to maintain and continue to support the needs of the District, and to **provide students and staff with a healthy and safe learning and working environment.**

After the preliminary identification process, the committee will be charged with **soliciting input from constituents in an effort to gauge community interest in a bond issue and items to be included.**

Recommendation to the BOE no later than October 15, 2019, for a **possible vote in late November 2019.**

Bond Issue Exploratory Team: Membership and Strategies for Engagement and Review

Membership

Bond Issue Exploratory Team:

- Superintendent of Schools
- Assistant Superintendent of Business and Operations
- Assistant Superintendent for CIA, or designee
- Board of Education Member (1)
- Director of Facilities
- Secondary Principal (1)
- Elementary Principal (1)
- Director of Athletics
- Director of Science
- Technology Department Representative (1)
- Staff Representatives (2)
- Buildings and Grounds Representative (1)
- Architect

Strategies for Engagement and Review

The **initial strategy for engagement will be the Exploratory Team over the summer recess**. Some strategies for engagement and review that the Exploratory Team may employ are:

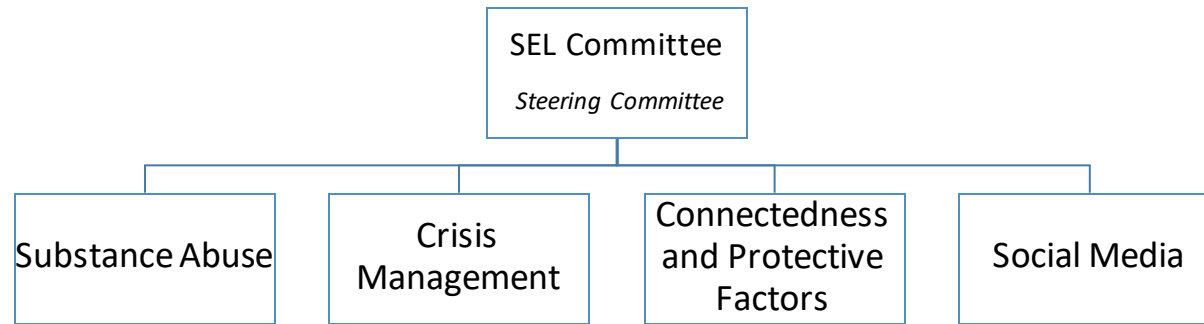
- Surveys
- Data Analysis

Community Engagement

After the Exploratory Team has identified needs, **Parent/Community, Student, and Staff Focus Groups** will be engaged to further identify and determine recommendations to the Board of Education.

Social Emotional Learning Committee

Originally formed in 2011 in response to significant self-destructive student behaviors.
Re-formed in 2017 as a response to changing social and emotional needs of the learning community.



The charge of the Social Emotional Learning Steering Committee is to maintain an open forum for counselors, mental health professionals and school administrators to actively examine current social and emotional needs/trends within our school communities.

The Steering Committee will meet at least twice each year to identify topics for examination and create subcommittees. Subcommittees are charged with studying a specific issue (gathering data, researching) and making recommendations to the steering committee.

Questions from the Board of Education

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Thank You!

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