

Saugerties Central School District

DISTRICT PLAN FOR IMPLEMENTING SHARED DECISION MAKING

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2021-2023

**Saugerties Central School District
District Goals
2021-2022**

Student Achievement

The Saugerties CSD is dedicated to educating the whole child and will work to engage all stakeholders in the school community in advancing student achievement through promoting flexible, innovative, and meaningful programs that challenge each student to reach their full potential.

- The District will raise the graduation rate to be above 90 percent
- Improve pathways to graduation knowledge of all stakeholders
- Strengthen knowledge of instructional strategies in classrooms to engage and challenge all students
- Ensure educational practices are culturally sensitive
- Define grade-level success in all content areas Kindergarten through Grade 12

Culture, Climate, and Community

The Saugerties CSD will cultivate collaboration, celebration and communication between the school and community to nurture positive partnerships between the Board of Education, administration, staff, and community.

- Promote transparency
- Practice shared decision-making
- Cultivate grassroots input
- Enhance communication between community members and staff

Safety and Security

The Saugerties CSD will foster a safe, secure emotional and physical environment for all stakeholders. This includes:

- Physical safety measures
- Emergency preparedness
- Ongoing professional development for social-emotional learning procedures and protocols

Approved by the Saugerties Board of Education: December 10, 2019

SAUGERTIES CENTRAL SCHOOL DISTRICT

District Plan for Implementing Shared Decision Making

In accordance with the Commissioner's Regulation 100.11, school districts throughout New York State must have a Shared Decision Making Plan on file with the State Education Department. In addition to the Shared Decision Making Plan, Commissioner's Regulation 100.11 requires school districts to submit a Biennial Review of the Plan. A District-wide Shared Decision Making Committee should review the plan and submit it to the Board of Education (BOE) for approval. After approval by the local Board, the district will submit the plan to the local Board of Cooperative Educational Services (BOCES) and then to the State Education Department.

The plan for participation in school-based planning and shared decision making shall specify:

- The educational issues which will be subject to cooperative planning and shared decision making at the building level by teachers, parents, and administrators, and, at the discretion of the board of education or BOCES, other parties such as students, school district support staff, and community members.
- The manner and extent of the expected involvement of all parties.
- The means and standards by which all parties shall evaluate improvement in student achievement.
- The means by which all parties will be held accountable for the decision which they share in making.
- The process whereby disputes presented by the participating parties about the educational issues being decided upon will be resolved at the local level.
- The manner in which all State and Federal requirements for the involvement of parents in planning and decision making will be coordinated with and met by the overall plan.

I. District and/or Building Committees/Work Groups:

Saugerties Central School District has various committees and/or work groups that meet

throughout the year both on the District and Building Level. Depending on the committee, the committee members may consist of:

- Principals and /or Administrators
- Board Members
- Community Partners and Organizations with Demonstrated Expertise (* Title II,III Part A)
- Parents
- Teachers
- Paraprofessionals (* Title I,II Part A)
- Support Staff/Other District Staff
- Students
- Specialized Instructional Support Personnel and Other School Personnel(* Title I Part A)
- Other School Leaders
- Public or Private Entities and Institutes of Higher Education (if appropriate Title III Part A)
- Researchers (Title III Part A)
- Community Based organizations (Title IV Part A)
- Local Government representatives and Tribal Organizations(if appropriate Title IV Part A)

Each committee and/or work group has three possible levels of involvement:

- Provide Input
- Make Recommendations
- Make Decisions

The level of involvement of each committee/work group will be determined by the administration and/or Board based on the purpose of the committee/work group and nature of the decision.

When committees and/or work groups are formed, they should take into account the formulation of goals and objectives, organizational and personnel needs, and availability of resources.

Members of committees representing “parents” should not be District employees.

All members are expected to communicate with and seek input and feedback from their constituency groups.

The authority for making the ultimate decision typically rests at the level of the individual responsible for overseeing its decision (i.e. The building principal generally makes the decision regarding building level issues.)

A. Means and standards by which all parties will be held accountable for the decisions they are making:

Members of all committees/work groups are accountable for their decisions. Members of committees should:

- Attend meetings consistently and on time.
- Be knowledgeable about the agenda or issues.
- Bring input/issue from constituents.
- Commit to the responsibility of committee membership.

- Communicate openly and honestly.
- Represent constituents – not personal agenda.
- Serve as an active listener.
- Take an active role in committee tasks.
- Take information back to their constituency.

B. Issues subject to cooperative planning in the District include but are not limited to:

- Accountability
- Budget/Funding
- Communication
- Community Involvement
- Curriculum Development and Selection
- Extracurricular Programs
- Health and Safety
- Parent Involvement
- Student Performance
- School Climate
- School/Classroom Procedures
- Scheduling

C. Means and Standards to Evaluate Improvement in Student Achievement include but is not limited to:

- Attendance Information
- Diagnostic/Standardized Test Results
- Graduation Rates
- Parent/Child/Teacher Conferences
- Physical, Social and Emotional Growth Evaluation
- Post-Graduation Data
- State and Local Assessment Results
- Students' Daily Classroom Performance
- Surveys

D. Limitations of Committees:

- Decisions and actions of District and building committees cannot supersede provisions of an existing collective bargaining agreement or bypass the grievance process available under an existing agreement.
- Decisions and actions of District and building committees cannot violate federal, state, or district laws, mandates, and/or policies.
- Decisions of District and building committees cannot commit the District or another department, unit, or school to some action without their prior knowledge and involvement.

II. Cooperative Planning Committees:

In addition to all of the Building and District Level Committees and Workgroups, there will be a standing District Cooperative Planning Committee and each building will have a Building Level Cooperative Planning Committee.

A. Composition of District Cooperative Planning Committee:

- Superintendent or Designee(s)
- 1 – Member of ASPA – selected by unit
- 1 – Member of CSEA – selected by unit
- 1 – Parent – chosen by the SCSD PTSA/PTAs
- 1 – Member of SESA – selected by unit
- 1 – Member of the STA – selected by unit
- 1 – Student – chosen by Sr. High Student Council
- Others may be invited to attend on an as needed basis per agenda items

The District Committee will meet a minimum of two (2) times per year. Each meeting should have an agenda and an attendance sheet.

Purpose of District Committee:

- Conduct Biennial Review of Shared Decision Making Plan.
- Consult on annual Consolidated Application.
- Ensure that each stakeholder/constituency in the district is represented on District Committees as dictated by Board Policies.
- Ensure District complies with all federal and state regulations regarding involvement and informing parents/guardians as it relates to their child’s education.

B. Building Level Cooperative Planning Team:

Each building will have a Cooperative Planning Team. Each building team will consist of a minimum of:

- Building Principal
- 1 - Parent – selected by PTA
- 1 - Member of SESA – selected by unit
- 1 - Member of the STA – selected by unit
- 1 - Student- selected by Student Council
- 1 – Member of CSEA – selected by unit – on an as needed basis per agenda items

Building Level Teams will meet a minimum of two (2) times per year. Each meeting should have an agenda and an attendance sheet.

Purpose of Building Level Team:

- Analyze strengths and weaknesses of the school environment, along with its structure, organization and student performance.
- Improve the students’ education and the school community
- Increase communication between stakeholders in the school
- Send concerns of team to appropriate building/district level committee

III. Dispute Resolution:

Whenever possible, disputes regarding educational decisions will be resolved within the committee or work group. It is the expectation that committee representatives will seek input and reaction from their various constituencies as part of the process.

As will all other education disputes, those that cannot be resolved informally through collegial discussion will follow the following dispute resolution process:

- Step 1: Discussion with the appropriate person in authority closest to the problem.
- Step 2: Discussion with the administrator/supervisor of the person noted in Step 1.
- Step 3: Appeal to Superintendent or designee for resolution.
- Step 4: Formal complaint may be brought to the Board of Education in accordance with the applicable policy.

IV. BIENNIAL REVIEW OF SHARED DECISION MAKING TEAM:

Print Name	Title	Representing
Sue McKinney	Principal	ASPA – Administrators
Karin Maines	Teaching Assistant	SESA – Support Staff
TBD	Parent	Parents
Denyse Ortleib	Teacher	STA - Teachers
Kirk Reinhardt	Superintendent	District
Jason Wento	Maintenance	CSEA – Civil Service
TBD	Student	Student Body