



Annual Meeting – April 4, 2023

REPORT FROM THE BOARD PRESIDENT  
Lisa Israel

On behalf of the Eastern Suffolk BOCES Board, welcome to the agency's 30<sup>th</sup> Annual Meeting. As we complete the sixth year of our seven-year strategic plan, we have already accomplished a great deal. This report lists some of the major accomplishments this year to date. It includes many changes and innovations.

## DISTRICT SUPERINTENDENT

### Commissioner's Representative in the Region

- On behalf of the Commissioner of Education, the District Superintendent has:
  - Served as the Chair of the BOCES District Superintendents, acting as a direct liaison between the Commissioner, her leadership team, and the BOCES District Superintendents.
  - Communicated key information regarding pertinent SED initiatives to component school district leadership.
  - Served as needed, at the request of the Commissioner, to provide input into formation of new and amended regulations.
  - Conducted multiple superintendent searches for component school district boards of education.

### Diversity, Equity, and Inclusivity

- Recognizing the need for an increase in diversity, equity, and inclusivity (DEI) within the public education system, the District Superintendent:
  - Continued DEI training of all BOCES District Superintendents with an accomplished organization that focusses on institutional equity.
  - Continued to serve as the co-chair of the Suffolk County School Superintendents Association's (SCSSA) DEI Committee.
  - Facilitated the development of a DEI Repository that is being funded by SED and will provide access to DEI-related resources to stakeholders across the state.
  - Worked with the Eastern Suffolk BOCES Director of DEI to facilitate our DEI Agency Advisory Council.

### District Visitations

- There are seven new superintendents in the Eastern Suffolk BOCES region this year. The District Superintendent, along with the Chief Operating Officer, met with each of them either in their school district or virtually. This is a continuation of the practice of informing superintendents about the services and support that Eastern Suffolk BOCES can provide, as well as learning firsthand what makes each school district unique. This practice continues to be a powerful learning tool for the District Superintendent.

### **Liaison between SED and the Region**

- The District Superintendent supported school district leadership and boards of education within the region by:
  - Keeping component school district superintendents informed about the changing landscape within SED leadership, as well as helping them communicate with new and veteran SED staff members.
  - Assisted school districts in navigating the myriad of SED and New York State Department of Health (NYSDOH) guidance that has governed the opening and continued operation of schools.
  - Collaborated with SED leadership to provide input into initiatives and communications that would reflect the needs of our region.

### **Federal and State School Support Initiatives**

- In order to support the work of the Federal and State School Support Initiatives (FSSSI), the District Superintendent:
  - Continued the direct supervision of the FSSSI network directors.
  - Collaborated with ESBOCES Director of DEI so that she could lead the group in monthly discussions focused on leading DEI with their respective teams.
  - Supported leadership with existing grant-funded programs, as well as the addition of the following new programs:
    - The 21<sup>st</sup> Century Community Learning Centers
    - American Rescue Plan for Homeless Children and Youth

### **Advocacy**

- Acting as an advocate for the school districts in the region and the students that they serve, the District Superintendent:
  - Presented an advocacy workshop presentation to Eastern Suffolk BOCES staff who volunteered to attend the 2023 BOCES Advocacy Day in Albany.
  - Served as Chair on an advocacy team with BOCES District Superintendent leaders to meet with elected officials from across the state to advocate for BOCES-specific issues.
- Maintained active membership in numerous coalitions, work groups, and organizations working to facilitate the pathway between K-12 education, higher education, and business and industry.

## **CHIEF OPERATING OFFICER**

### **ESBOCES Budget**

- Reviewed ESBOCES revenues and expenditures relative to unexpected costs from the coronavirus.
- Successfully worked with Administrative Council members and budget planning teams to develop, review, adjust, and communicate the Eastern Suffolk BOCES budgets to all stakeholders.
- Developed the 2023-24 budgets with stakeholder involvement at different stages of the process.

### **Support to Component School District Superintendents**

- Visited superintendents in the ESBOCES region with the District Superintendent as an orientation to inform them of the support that ESBOCES can provide, and to become familiar with the needs of the school districts.
- Facilitated Chief School Administrators' meetings to update and inform school district leaders regarding SED regional initiatives, as well as ESBOCES initiatives.
- Attended and presented at formal and informal cluster meetings for the Brookhaven, East End, and Islip Clusters to update superintendents on SED issues, regional issues, as well as ESBOCES issues.

### **Strategic Planning and Middle States Association Work**

- Continued work with Cabinet and Administrative Council members to oversee the implementation of the Eastern Suffolk BOCES Strategic Plan.
- Continued the implementation, monitoring, and oversight of the 2017-2024 Strategic Plan.
- Worked with the internal coordinator to gather information relative to our annual progress in preparation for our stakeholder meetings.
- Continued to work to improve the monitoring of the Strategic Plan so the process is more meaningful and effective when obtaining and sharing feedback.

### **Regional Leadership and Advocacy**

- Continued to work as a member of the Long Island Education Coalition and SCSSA to advocate for public education through research and the development of resources and reports.
- Co-Chaired the SCSSA Legislative Committee, which develops legislative priorities, communicates with elected officials on behalf of school districts in Suffolk County, and develops various legislative resources for use within the region.
- Partnered with state and federal leadership organizations related to advocacy for public education both on Long Island and across the state.
- Provided regional presentations on school funding, the Long Island Education Coalition Budget Impact Survey results, changing Long Island demographics, and various other presentations regarding Long Island educational outcomes and demographics.

### **Employee Assistance Program (EAP) and Student Assistance Services (SAS)**

- Continued direct oversight of the EAP and SAS programs, including program development, budget oversight, grants management, and staffing.

## **DIRECTOR OF DIVERSITY, EQUITY, AND INCLUSIVITY**

### **Diversity and Inclusivity Initiatives**

- ESBOCES Monthly Cultural Heritage month flyer has been developed to bring awareness to the diversity of our agency.
- ESBOCES DEI virtual event series brought in guest speakers to focus on various inclusive topics for increased cultural awareness.
- Agency-wide participation in "P.S. I Love You" week for mental health awareness and suicide prevention.

## **DEI Collaborations**

- Partnered with instructional leaders to develop building/program equity action plans utilizing the NYSED's CR-S Education Framework and DEI Policy Framework.
- Provided support for the Division of Management Services, Educational Services, and the Human Resources Department to set goals for DEI with each department and provide annual workshops.
- Provided support to Human Resources, and coordinated with the Long Island Black Educators Alliance, Long Island Asian Pacific American Council for Educators, and the Long Island Latino Teachers Association to plan and execute the annual ESBOCES regional career fair for culturally and ethnically diverse candidates.
- Worked with the ESBOCES Superintendent in Residence and the ESBOCES Cabinet members to develop measurable goals aligned to the Board DEI Policy and Regulation 5124.
- Participated in all agency strategic planning meetings to ensure an equity lens is included in goal setting.
- Collaborated with ESBOCES Administrative Council to review and analyze the results of the annual work culture survey.

## **Internal Coordination**

- Attended and participated in several organizational committees to foster an equity lens. These included:
  - Strategic Planning Advisory Committee
  - Central Shared Decision-Making Committee
  - Communications Advisory Committee
  - Special Education Shared Decision Making Committee
  - CTE Shared Decision-Making Committee
  - DASA Committee
  - EAP Committee
  - Regional Curriculum Council and Curriculum Council Advisory Committee
  - Superintendent's Conference Day Committee
  - DEI Parent/Family Advisory Council
- Provided support to all programs to review policies and procedures with an equity lens.
- Provided an annual update to the ESBOCES Board regarding agency DEI goals and initiatives.

## **Regional Advocacy**

- In conjunction with Educational Support Services Professional Development, continued implementation of the ESBOCES and Hofstra DEI in Educational Leadership Certificate Program.
- In conjunction with Educational Support Services Professional Development and Stony Brook University, implementation of ESBOCES and Stony Brook University Equity Summer Institute Certificate Program.
- Co-facilitated the monthly ESBOCES Regional Diversity, Equity, and Inclusivity Professional Learning Network (27 school districts participate).
- Co-facilitated the quarterly New York State BOCES Diversity, Equity, and Inclusivity Professional Learning Network (18 BOCES participate).
- Participated on the regional Curriculum Advisory Board to plan future Curriculum Council topics through an equity lens.
- Attended monthly regional curriculum Council meetings, and presented on DEI and

CRSE in Curriculum and Instruction.

- Served on an expert educator panel for the University of Pennsylvania’s Equity Summit.
- Served as keynote speaker for the Town of Brookhaven’s Black History Month celebration.
- Attended monthly Regional Personnel Administrator’s Council (PAC) meeting and presented on DEI and Human Resources.

### **Professional Development**

- Developed and facilitated professional development workshops on DEI with the following departments/groups:
  - Administrative Council monthly DEI agenda item
  - ESBOCES Board DEI Committee – Book Study Discussion
  - ESBOCES DEI Agency Advisory Council – Co-facilitated 5 meetings
  - Instructional Induction Program – DEI Book Study: *Culturally Responsive Teaching and The Brain* by Zaretta Hammond
  - ESBOCES Administrative DEI Book Study – “How to BE an Inclusive Leader” by Jennifer Brown
  - ESBOCES School Building DEI Liaison for CTE and Special Education
  - ESBOCES non-instructional programs DEI Liaison Initiative

### **DEI CoSer**

- Year two of the Diversity, Equity, and Inclusivity shared service (CoSer) that strives to support school districts around DEI goals.
  - 28 school districts participate in the service on tiered levels (Basic, Enhanced, and Premium)
  - The DEI CoSer Service provides:
    - Consultation with School District Administration
    - School district needs assessment report
    - Participation in the Regional DEI PLC monthly meetings
    - Participation at the annual ESBOCES DEI Spring conference
    - Professional In-District Support that are divided into three (3) strands: (Phase I, Phase II, and Phase III)

## **EDUCATIONAL SERVICES DIVISION**

### **Career and Technical Education (CTE)**

#### **CTE Enrollment**

- Regional enrollment at the Eastern Long Island Academy of Applied Technology grew, with our numbers for 2022-2023 reaching 2,125, an increase of almost seven percent. We remain confident that we will maintain our current enrollment level over the next three years.
- The Career, Technical, and Adult Education Department provides a wide array of services to the students who attend our programs, as well as the businesses and industries that benefit from our talent pipeline. For students, we continue to seek and add student supports that will enrich their experiences with us, create more equitable opportunities for learners, and empower students to take on greater responsibilities as future leaders in our communities.

### **Special Career Education (SCE) Enrollment**

- There are 429 students enrolled in our 12:1:1 programs and 100 students enrolled in our 8:1:1 programs for the 2022-2023 school year. The number of students in these programs has remained steady this year.
- Despite the uncertainty of the impact of COVID-19 over the last year, 119 SCE students participated in internships and real-world work experiences during the 2021-2022 school year. Every staff member is committed to expanding these numbers and transitioning students to the world of work after graduation.

### **Career and Technical Education Department**

- The 2022-2023 school year began with new instructors in eight of our programs. In late December, a new Culinary Arts Instructor was added.
- Addressing the inequities and uncovering bias was never more relevant or important than during the COVID-19 pandemic. The agency's efforts to promote diversity, equity, and inclusivity can be seen and felt in each of the career and technical centers, with work being done in all four principles of the Culturally Responsive and Sustaining Education framework published by the New York State Education Department (NYSED).

### **What's New**

- Applications to attend the Eastern LI Academy of Applied Technology exceeded expectations for the 2022-2023 school year. Virtually all Construction and Manufacturing trade courses had waiting lists for the second consecutive year. The Heating, Ventilation, and Air Conditioning class had a wait list of over 40 students, which prompted the conversion of a classroom at BTC into a shop space to accommodate these students. Other clusters with high enrollment include Transportation and Health Careers, and the Cosmetology program at MTC expanded by a .5 section.
- The In-District CTE Program at Southampton High School continues to do well. In its fourth year, enrollment in Carpentry/Residential Construction and Home Improvement has held steady. We established a new Cosmetology lab space at Brentwood High School to accommodate the 27 students interested in studying this career path. We are in conversations with at least two other school districts to add similar programming in their high schools. This demonstrates the value of the In-District model in providing our school districts with opportunities to meet local industry needs.
- In the 2021-22 school year, six programs were granted NYSED CTE Program Reapproval. This distinction allows students to access the CTE 4+1 graduation pathway, Technical Endorsement, and ensures that students have access to high quality instruction and meaningful outcomes such as work-based learning and industry certifications. NYSED's required program approval process includes a lengthy two-part application, completion of a thorough self-study involving internal stakeholders and a partner from Suffolk County Department of Labor, development of a self-study report, and external reviews that assure that our CTE programs meet the needs of business and industry, our component school districts, and post-secondary partners. All CTE programs are currently running as NYSED-approved CTE programs.
- Project SEARCH students returned to the Medford Multicare Facility for the 2022-2023 school year. Students in Project SEARCH are once again practicing independence and employment skills on the job, with the goal of employment at the end.

## **Special Career Education**

### **What's New**

- The start of the 2022-2023 school year saw many major renovation projects completed, including the work done in our Food Prep and Introduction to Welding shop spaces at the Islip Career Center (ICC). ICC continues a culture of care and intentionality through messaging the importance of inclusion and diversity.

### **Instruction – Adding Value**

- Every building/program has created specific Diversity, Equity, and Inclusivity goals to meet the needs of its students and staff. In addition, our CTE Shared Decision Making Committee continues to review data reports to ensure equitable outcomes and opportunities for all.
- Every program in the CTE department seeks to offer students certification opportunities in appropriate areas. OSHA, CPR, Narcan, EPA, and a plethora of other national certifications are offered to add value to our students' experience with us.
- 2021-2022 marked the first year we were able to offer our early career teachers access to post-secondary coursework that is required for CTE teacher certification through the department's Induction Program. Via a partnership with SUNY Buffalo State College, new teachers were able to access up to nine of the 18 credit hours needed for their certification. In the summer of 2022, three teachers utilized this opportunity to pursue certification needs.
- In 2022-2023, the department welcomed its third cohort of new teachers into the department Induction Program, which kicked off in August with a half-day session on launching a successful school year. We continue to elicit feedback from teachers to identify meaningful ways to support our newest teaching colleagues.

## **SPECIAL EDUCATION**

### **Special Education Enrollment**

- Our trend analysis seems to be back on track and heading in an upward manner. Last year, we projected an enrollment of 1,508. To date, we have 1,660 students enrolled. Based on this, we are projecting an 11% increase in student enrollment for the 2023-2024 school year.
- The Department of Special Education continues to support its component school districts in returning students to the home school district setting and providing ongoing support by providing consulting services.

### **Department Changes**

- Due to an increase in requests for BOCES placements from component school districts for students with Autism at the kindergarten level, along with space restrictions at Sayville Elementary School, we opened a Kindergarten Center at Premm Learning Center. We worked with the Connetquot School District to secure classroom space in the front of the building to service this population of students. To date, we have ten kindergarten classes.
- The Department of Special Education continues to host Job Fairs to recruit Teaching Assistants and Special Education Aides. This recruiting approach has been instrumental in hiring staff members.

- The Department of Special Education continues to support our component school districts by providing services to students with psychiatric concerns at the elementary and secondary level. Eastern Suffolk BOCES, in collaboration with Sagamore Children's Center, will continue to offer intensive and therapeutic counseling services at three locations: Jefferson Academic Center, Tecumseh Elementary School, and Sequoya High School. We also consult with outside psychiatrists to provide support to our students at Bellport Academic Center and Islip Academic Center.
- Over the past three years, the Department of Special Education worked with Stony Brook Children's Hospital administration to offer an educational program to support children with chronic or life-threatening illnesses who require treatment at the hospital for an extended period of time, which results in loss of school days and education. Due to some staffing changes, we are in the process of hiring a teacher in hopes of continuing this service.
- Due to increasing enrollment at the elementary and secondary level for students with developmental disabilities, Eastern Suffolk BOCES has been reviewing staffing practices and pursuing innovative approaches to accommodate growth in enrollment while supporting the needs of our students. As a result, we will be implementing a new instructional model at three of our Special Education Programs: Brookhaven Learning Center, Premm Learning Center, and Sayville Elementary School. This new class size option 8-2-1 (eight students, two special education teachers, one teaching assistant, and classroom shared aides) will enhance curriculum and instruction and expand services to our component school districts and students. This collaborative approach to instruction will provide a lower student-to-teacher ratio, allowing for more individualized instruction to support student success.
- This year, the Sequoya High School Program changed the class size ratio from an 8-1-1 to 12-1-1. The decision was made to better support the changing student population, allow a greater focus on academics, and support the program's goal of mirroring a traditional high school environment. Sequoya High School continued its partnership with Suffolk Community College to allow students to get a head start on college before graduating high school. Eligible seniors have the opportunity to participate in this dual enrollment program to obtain high school and college credits. Currently, five courses are offered; College 101, Math 101, Biology 101, History 101, and Freshman Composition.
- The Islip Academic Center Program will be shifting to a 6-1-1 class size option from an 8-1-1. Moving to the smaller class size ratio will support our students' behavioral concerns and improve overall student achievement.

### **Focus on Student Outcomes**

- Our Special Education Summer Services Program will operate at all nine locations. Regents exams will be offered at the secondary level; however, again this year, the August exam dates fall outside of the summer school program. We will bring students and staff back for the administration of the Regents exams on August 16 and August 17, 2023.
- We continue to offer accelerated classes at the Jefferson Academic Center Program. We are happy to report that the program currently offers nine sections of Algebra and nine sections of Living Environment. Currently, 98 students are enrolled in the accelerated classes.
- We continue to use Northwest Educational Association (NWEA) and Unique Learning Systems (ULS) tools to chart and update all student growth targets.



- Savvas (Pearson) discontinued the current reading program (Reading Streets) that Tecumseh Elementary School was using and replaced it with *My View* and *My Perspective*. Although the curriculum is very similar, the new updated reading curriculum provides more integrated literacy that is grounded in the science of learning and allows the student to be a more creative learner. *My View* and *My Perspective* contain four main components: project-based inquiry, writing, a reading block, and a reading-writing bridge. *My View* and *My Perspective* also have digital platforms. All the resources that the students have access to in their classrooms, they have access to in their homes.
- Lead teachers continue to support all of our Special Education programs. Lead teachers meet to share best practices, provide onsite support, and coordinate department-wide responses to the instructional shifts embedded in Next Generation Standards and Learning Tasks. Across all core content areas, our students are being asked to participate in learning and demonstrate their proficiency in new ways. We ensure that our everyday activities, as well as our long-term projects and learning goals, mirror the expectations of these new standards.
- As we continue our work with Diversity, Equity, and Inclusivity (DEI), our building liaisons continue their work with our Director of DEI and building administrators to turnkey train while being building resources to both our students and staff. Every special education building now has a DEI Action Plan specific to the needs and goals that have been developed. We have also created a Student Advisory Council where our students can share their voices in this important work.
- Brookhaven Learning Center has successfully secured an Active Floor Jump and Learn Pro 2 system from the Active Floor Company located in Denmark. This new technology projects interactive lessons onto the floor and is responsive to touch by a foot or foam hockey stick and has been a tremendous success. Every classroom teacher has access to a bank of lessons provided by the company. Additionally, they can create lessons at their desks. Lessons can be connected with our ULS lessons or other teacher made lessons. There are many sensory and movement programs that are also extremely popular with the students. All classes are benefiting from this new instructional enhancement.
- Due to COVID-19, we prepared staff and students to access both in-person and virtual instruction. We provided the necessary technology to support students both at home and in school, along with any other additional needed resources to access their education from home. We have sent home hot spots when needed and requested by our families. At certain times during the school year, it was necessary to switch classes and buildings from in-person instruction to remote instruction. I am happy to report this has been a seamless process.
- We continue to program for both the CDOS (Career Development and Occupational Studies) and SACC (Skills and Achievement Commencement Credential) for our students by providing them with opportunities for work-based experiences. The Department of Special Education, in collaboration with the Department of Career, Technical, and Adult Education, continues to expand career course offerings. Currently, we offer three career components at Islip Academic Center: Introduction to Personal Enhancement, Introduction to Baking, and Introduction to Carpentry.
- In response to NYSED mandates for mental health education, as well as the unique learning and social-emotional needs of a great many of our students, Eastern Suffolk BOCES is engaged in developing and implementing new Mental Health modules. Staff members have begun providing a comprehensive set of training modules focused on educating staff members and raising awareness with regard to the multitude of mental health issues that affect the students we serve. Each of the modules has been planned

strategically to scaffold knowledge and skill-acquisition for staff in order to maximize their ability to support our students. The training series, which is being delivered on a building level through our mental health staff members, begins with an introductory module on mental health in general, moving on to addiction.

- Expansion of the range of services offered by the Regional Alternative High School Program continues to provide fiscally responsible local programming to our region's students. Students have the opportunity to attend this twilight program, graduating with a Local, Regents, or Advanced Regents Diploma. Students may take advantage of the opportunity to meet requirements by participating in traditional credit accrual, as well as credit recovery, test preparation, or course tutoring. Currently, we host programs at Bellport Academic Center and the Connetquot School District, and provide services to four component school districts (Bayport-Blue Point, Connetquot, East Islip, and South Country).

## **EDUCATIONAL SUPPORT SERVICES (ESS)**

### **Exploratory Enrichment**

- This program continues to offer virtual and outdoor programs through the Exploratory Enrichment catalog.
- This program provides students and educators with experiences that support and enrich the New York State P-12 Learning Standards.
- This program provides visiting experts and includes programs in Science; Math; Engineering; Technology; Health and Wellness; Character Education; Social-Emotional Learning; Culturally Responsive Programs; Diversity, Equity, and Inclusivity; and more.
- On average, Exploratory Enrichment serves 21 school districts in Eastern Suffolk BOCES and, during the last few months of the school year, several Western Suffolk school districts with approximately 400 enrichment experiences.
- Approximately 100 presenters and organizations provide workshops, programs, and in-school and field trip experiences under Exploratory Enrichment.
- Increased the program offerings of motivational speakers providing social emotional learning and wellness for students.
- Continue to update program descriptions and search criteria to fit the needs of our schools and parent organizations.

### **Junior Reserve Officers Training Corps (JROTC)**

- This program provides leadership training and skills support for JROTC units for school districts across Long Island.
- Two component school districts participated in this service for 2022-2023, but all units across Long Island are welcome to participate in leadership training opportunities.

### **Summer Enrichment Programs**

- Summer enrichment programs are typically provided for students in grades 1-9 in five school districts.
- We continue to seek new vendors and resources to provide both high quality and cost-effective enrichment curriculum and services.
- The Summer Enrichment Program in 2022-2023 will include more STEAM enrichment opportunities.

### **Year-Round Enrichment Programs**

- Year-Round Enrichment programs are provided for students in 33 school districts.
- The Year-Round Enrichment programs will expand the number of school districts and students participating in the Extended Day Enrichment programs in 2023-2024.
- We continue to seek new vendors and resources to provide both high quality and cost-effective enrichment curriculum and services for before and after school programs.

### **Arts-in-Education**

- We continue to offer virtual and outdoor programs through the Arts-in-Education catalog.
- This program provides students and educators with experiences that support and enrich the New York State P-12 Learning Standards for the Arts.
- Arts-based programs, workshops, residencies, field experiences, and more are provided through Arts-in-Education, which serves 68 school districts in Eastern and Western Suffolk.
- Programs address standards in the Arts through all artistic disciplines, including music, theatre, dance, visual, media, literary, authors, etc.
- Programs address other curricular areas, such as Character Education; Social-Emotional Learning; Culturally Responsive Programs; Diversity, Equity, and Inclusivity; Science; Math; History; Engineering; Technology; Health and Wellness; and more through the artistic disciplines.
- We are projecting to exceed 3,000 performances/experiences this year. On average, the Arts-In-Education Program provides over 2,000 artistic experiences, including over 400 residencies.
- Our catalog includes more than 500 artists and art organizations providing performances, workshops, short-term and long-term residencies, licensing agreements for school performances, on-site and off-site experiences, outdoor programs, and related video conferences and virtual programs.
- Professional Development is provided to arts and classroom educators, including school district memberships to professional organizations.
- We have partnered with the Patchogue Arts Council to provide Professional Learning for the PEACE (Partners in Education, Arts, and Community Empowerment) program, a US Department of Education funded grant.
- We continue to update our program descriptions and search criteria to make for a more user friendly experience for our school districts and parent organizations.
- Planning the design for an updated website and database to align with current industry and school district security protocols and digital accessibility.

### **School Library System Automation**

- Library Automation serves 42 school districts, with 29 schools utilizing the Follett Destiny automation system and 13 schools, including two nonpublic schools, utilizing the MediaFlex OPALS automation system.

### **School Data Bank Services**

- Fifty-eight school districts participate in the School Data Bank Services – Levels of Service program, including the Introductory, Full, Inclusive, or Bantam levels of service. Customized data support and post-secondary reports are available.
- Twenty-eight school districts avail themselves of the service of a Staff Developer/Shared Data Expert to assist with data initiatives.

- Five school districts subscribe to Ellevation Inc., a web-based software platform that enhances instruction, improves collaboration, and simplifies compliance requirements so educators may focus on helping English Language Learner students succeed.
- An initiative for 2023-24 is to increase in-district participation of the Staff Developer/Shared Data Expert service to assist with data initiatives, to increase school district participation in workshops and training facilitated by School Data Bank Services staff to meet districts' data initiatives and to support school districts in navigating shifts in education, and to further collaboration between the School Data Bank Services Program and Student Data Services Program to host Data Advisory Committee meetings.
- An initiative for 2023-24 is to further refine the ESS/SDBS Regional Curricula and Instructional Technology Database by collecting and incorporating additional data points to advance the database.

### **Library Services/Media:**

- The Library Services program serves 46 school districts, including two nonpublic schools and three Western Suffolk school districts, for the Virtual Reference Collection (VRC). For 2023-24, it is anticipated that we will add various online resources to the VRC with minimal financial impact to our member school districts.

### **Professional Development, Curriculum, Instruction, and Assessment:**

- Currently, 51 school districts in our region are served with regional and/or virtual professional development workshops and support, which also includes in-district job-embedded coaching/staff development, leadership mentoring, curriculum development and alignment, strategic planning, and grant writing services.
- We plan and schedule research-based and targeted professional development to meet local school district needs. Coaching and embedded support services are available to teachers, administrators, support staff, and boards of education.
- Curriculum Writing services and Curriculum Printing are also available to school districts who subscribe to the Comprehensive Curriculum Service. School districts can utilize the bid for printing through this service, as well as receive assistance in the coordination of in-district curriculum writing.

### **Model Schools:**

- Currently, 43 school districts subscribe to the Model Schools Program.
- For 2023-2024, we will be establishing an Esports service that will assist and support Esports in the region. We are also exploring ways to provide an ESBOCES custom league and NYS regional Esports competition.

### **Third Party Assessment Service:**

- Third Party Assessments provide help desk and training support for eight third-party assessment applications. The systems supported and school district participation are:
  - AIMSweb – 15 school districts;
  - Right Reason Technologies – 13 school districts;
  - Northwest Evaluation Association (NWEA) – 10 school districts;
  - Renaissance Learning STAR – 13 school districts;
  - LinkIt! – 3 school districts;
  - iReady – 21 school districts;
  - Panorama – 2 school districts; and
  - Data Recognition Corp LAS Links – 11 school districts

- For 2023-2024, we anticipate adding the Thoughtexchange to the program.

## **REGIONAL INFORMATION CENTER (RIC)**

### **Virtual Learning Services**

- Services are currently provided to 67 school districts.
- Virtual Learning Service – ESBOCES, in conjunction with multiple BOCES partners across New York State, delivered a variety of virtual learning opportunities.
- Online Learning Academy – In conjunction with our vendor partners, school districts select virtual learning solutions on a student-by-student basis (in the areas of credit/credit recovery, homebound instruction, test preparation, blended courses, and content).
- Immersive Experiences allows students opportunities to engage with expert content providers, including access to free New York State collaborations, a videoconference directory, and Zoom access. In 2022-2023, the key focus is on continuing to offer services to help school districts meet the diverse needs of their students. Key areas include, but are not limited to, tutorial services, language translations, KidOYO, mobile hot spot provisioning, various virtual learning services and opportunities, and Zoom licensing.
- Goals for 2023-2024 are to maintain school district participation, enhance existing services, and continue to respond to the needs of our school districts.

### **Technology Acquisition Services**

- Services are currently provided to 45 component school districts.
- Acquisitions are associated with either instructional or administrative technology, as appropriate.
- Network copier projects are available through this program.
- Financed, multi-year projects are available for both instructional and administrative acquisitions. These projects require Board approval, NYSED approval, and bank financing.
- School district support of Education Law 2-d compliant software agreements and security-related acquisitions was prominent. New services and offerings include device insurance, device repair, emerging technology acquisitions, and services.
- An initiative for 2023-2024 is to continue to support school districts, with an emphasis on Education Law 2-d compliant software agreements and cybersecurity related acquisitions. Additional emerging technology and services will be explored and developed as appropriate.
- This service provides an opportunity for using ESBOCES for grant-funded acquisitions. While the acquisitions will not be BOCES aid-eligible and they will be considered school district property, fees associated with this service may be BOCES aid-eligible.

### **Instructional Technology/Internet Services**

- Services are currently provided to 14 school districts.
- This service provides project management and maintenance of Internet Services, including level one network monitoring, monthly utilization reports, and trouble ticket management. Direct connection to Eastern Suffolk BOCES Regional Information Center for secure transit of hosted services is optional for an additional fee.

- An initiative for 2023-2024 is to continue to support school districts in efforts to implement internet access redundancy and load balancing solutions, in addition to DDoS protection.
- An initiative for 2023-2024 is to continue to increase school district subscriptions and support bandwidth upgrades.

### **Local Area Network (LAN)/Wide Area Network (WAN) Support**

- Forty-one school districts are participating in 2022-2023, and we currently have 42 school districts proposed for 2023-2024.
- This comprehensive service provides LAN/WAN network support to all participating school districts. Fees for these services vary based upon technical expertise of required personnel and scope of engagement. Project management oversight for installation and maintenance of LANs and WANs is included in this service, as well as various network solutions. This service does not include desktop computer repairs.
- Service also includes project management, oversight of installation, and maintenance of school district-based fiber WAN connectivity.
- Security, Surveillance, and VoIP Services include design, implementation, and support for network-based video surveillance, door access control, and other systems.
- Initiatives for 2023-2024 include:
  - Focus on Central managed solutions, e.g. firewall/content management, where available, to strengthen RIC Cyber Security Posture
  - Expand number of subscriptions via outreach
  - Continue to strengthen vendor partnerships and school district relationships
  - Work with vendors to ensure awareness of published security vulnerabilities

### **Hosted Network Operations Center (NOC) Management**

- Consists of centrally managed/hosted computing infrastructure located at the Regional Information Center and is transparent to school district end-users
- Possible Hosted Management Applications
  - Facilities Management Applications
  - Financial Systems
  - Point of Sales Applications
  - Student Management Systems
- Initiatives for 2023-2024 include:
  - Increase the functionality of the disaster recovery site
  - Continue to mature NIST compliancy and SOC (Service Organization Control) initiatives through compliance maintenance
  - Continue to mature hosted applications within ESBOCES NOC (e.g., school district shares, Nutrikids, facilities management, etc.)
  - Continue to mature multi-factor authentication implementation for access to hosted NOC and SMS solutions
  - Expand the footprint of hosted nVision and increase the security controls for access outside of school district boundaries
  - Maintain SOC Type 2 Compliance and continue to mature audit compliance capabilities
  - Decommission Legacy Infrastructure and Services in an effort to increase security posture and reduce cost

### **Security, Surveillance, and VoIP Services**

- Services include design, implementation, and support for network-based video surveillance, door access control, and other systems.
- Visitor Management system implementation and support services are now available for the ScholarChip and Raptor systems, with other vendor solutions being explored for future offerings.

### **Financial and District Services**

- Services are currently provided to 170 school districts (on average, approximately four to five services per school district).
- Technology updates were performed on our off-site, out-of-region nVision backup services. Fifty-one school districts currently participate.
- Blackboard Connect, ParentSquare, and School Messenger are Emergency Notification systems that complement staff and student management systems.
- Cafeteria Management systems continue to grow in response to school district demand for a web-based solution. A total of 26 school districts currently participate. In the area of Facilities Management systems, school districts are offered a choice of three highly effective systems supported through the RIC:
  - Q Ware
  - SchoolDude
  - Master Library
- Election Management systems are offered to assist school districts in managing voter registrations for local and other elections. School districts may choose between two vendors for these services:
  - BOLD
  - NTS
- Services are also provided for capital projects management.
- Services are continuing for hosting enhanced offsite data backup and web-based point-of-sale.
- Web governance, secure email, data privacy and security, and meeting management software are available.
- The RIC facilitates annual school district clerk trainings.
- Visitor Management system implementation and support services are now available for the Raptor system, with other vendor solutions being explored for future offerings.
- A focus for 2023-2024 is to continue to lead the effort in helping school districts lower the impact of potential cybersecurity attacks by supporting their needs for data retrieval, disaster recovery, business continuity, and data privacy and security. All related shared services continue to grow.

### **District Data Protection Officer Service**

- This two-year-old service is currently being provided to 22 school districts across Suffolk County.
- Service is designed to support a school district's Data Protection Officer in the school districts' adherence to NYS Ed Law 2d.
- Initiatives for 2023-2024 are to continue to develop and deploy this service and increase school district subscriptions.

## **Intellipath**

Services are provided to 52 school districts as part of a consortium.

### **Data Warehousing**

- All 69 Suffolk school districts participate in required data warehousing services.
- Syracuse City School District contracts with Eastern Suffolk BOCES to manage required data warehousing services.
- Jewish Education Project (JEP) contracts with Eastern Suffolk BOCES to manage required data warehouse services involving grades 3-8 testing and Regents exams. This involves support of approximately 300 nonpublic schools across New York State.
- Student Data Services continues to grow the District Data Loading Service. This service includes a combination of data warehouse and student management systems support to help school districts that may be in transition or in need of district data coordinator assistance. Currently, ten school districts subscribe to this service.
- Districts are required to survey parents/persons in parental relation of all students to determine Digital Resources, and submit collected data to SIRS. Student Data Services has developed a Digital Resource Survey Service to assist subscribing school districts in the collection and reporting of these data. This service continues to be very well received by school districts, and currently twelve districts participate. An initiative for 2023-2024 is to increase school district participation in this service.
- One-on-one remote data help sessions are facilitated to assist District Data Coordinators in real time for all facets of data reporting and verification.

### **Student Management Services**

- Student Data Services provides help desk, hosting, training, and customization support for five student management systems. Each system provides web-based applications to support school district needs related to scheduling, grades, discipline, and required State data reporting. All systems have appropriate data security implemented and are fully compliant with New York State Education Department (NYSED) data reporting requirements. The systems supported and school district participation are:
  - eSchoolData – 34 school districts
  - Infinite Campus – 16 school districts – Infinite Campus school districts have moved to the cloud choice hosting in order to purchase premium products. With this in mind, this year is expected to be the last year that Eastern Suffolk BOCES hosts Infinite Campus districts, as only a few are left, and the corporate Infinite Campus charge to host exceeds the revenue collected.
  - PowerSchool – 12 Suffolk school districts, four school districts and one nonpublic school from the Northeastern Regional Information Center, one school district from Rockland BOCES, and one school district from Dutchess BOCES
  - SchoolTool – five school districts and Western Suffolk BOCES Special Education and CTE School and Western Suffolk BOCES Virtual School
  - Synergy – two school districts
- An initiative for 2023-2024 is to expand school district participation in the Passport for Good program service.

### **Other Related Services**

- eBoard by Sea Cliff Educational Solutions – Five school districts subscribe to this service.



## **Test Scanning and Reporting Services**

- Generally, over 350,000 individual NYSESLAT, NYSITELL, NYS Grades 3-8 ELA, Math, and Science assessments, and approximately 250,000 Regents exams are processed annually.
- Extensive support is provided to school districts concerning NYSED data reporting requirements, deadlines, and accountability rules. This support includes generating reports and offering tools to help assure quality control and accuracy.
- An initiative moving forward is to continue ongoing support for 10 RICs across New York State plus the Syracuse City School District that utilize the ESBOCES Student Data Services developed New Test Scoring Software (NTSS).
- Student Data Services continues to develop the Regents Data Loading Service where Student Data Services test scanning team directly loads Regents assessment results to Level 1, and provides extracts for Student Management Systems. This service has been very well received by school districts, with 21 school districts currently participating.
- Student Data Services continues to develop the Advanced Placement (AP) Advantage Loading Service, where Student Data Services test scanning team directly loads AP exam results to Level 1, and provides extracts for Student Management Systems. This service has been very well received by school districts. Sixteen school districts currently participate.
- The New York State Education Department has released a timeline where school districts must administer computer based testing. This timeline will require school districts to administer CBT to grades 5 and 8 in 2024, grades 4, 5, 7, and 8 in 2025, and grades 3-8 in 2026. An initiative moving forward is to expand Level 1 support to our component school districts with the implementation of Computer Based Testing.
- An initiative for 2023-2024 is to increase school district participation in the Regents Data Loading Service and the AP Advantage Loading Service.

## **Special Education Student Management Systems**

- Student Data Services support school districts in the utilization of a variety of tools to assist with the management of information related to special education students. All systems have appropriate data security implemented and are compliant with NYSED data reporting requirements. The systems supported and school district participation are:
  - Clear Track 200 – Special Education Data Management System – two school districts and one nonpublic school
  - Frontline IEP Direct Special Education Data Management System – 53 school districts
  - Frontline RTI Direct (Response to Intervention) – 10 school districts
  - Frontline Medicaid Direct – 21 school districts
- Student Data Services Special Education Help Desk supports additional software programs:
  - the n2y software suite, which includes: Unique Learning System, News-2-You, SymbolStix Prime, SymbolStix Squares, L3 Skills and Positivity – 12 school districts
  - Branching Minds – eight school districts
  - HearBuilder – six school districts
  - Enome Inc. dba Goalbook – four school districts
  - Edupoint/Synergy/MTSS – one school district

- An initiative for 2023-2024 is to expand school district participation in services, including Branching Minds, HearBuilder, Enome Inc. dba Goalbook, Edupoint/Synergy/MTSS, and the n2y programs.

### **New York City Charter Schools – Data Warehousing**

- The RIC, through the NYC Charter School Data Collection project, is a vendor for the Board of Education of the City School District of the City of New York for the provision of data warehousing services for all charter schools in NYC – 275 schools during the 2022-2023 school year.
- The project hosts and maintains a separate and customized instance of NYSED’s data warehousing systems for the collection of NYC charter school data. The project also uses a shared license for Cognos/ReportNet, an IBM product licensed by NYSED.
- Provide training, resources, and help desk support to staff at each NYC charter school regarding technical skills and compliance with NYSED Accountability and data reporting requirements.
- Maintain a comprehensive website to provide “one-stop shopping” of resources regarding all data collections managed by ESBOCES.
- Offer for purchase an original software, the Attendance Application, to individual schools within the five boroughs of NYC.

### **Rate Changes**

- RIC services are targeted to have no more than a 1.99% increase in all areas for 2023-2024.
- The above statement excludes vendor licensing costs, for which increases vary by contract.

## **DEPARTMENT OF HUMAN RESOURCES**

### **HR Operations and Contracts**

- Navigated transition of multiple Human Resources personnel, improving efficacy
- Consulted counsel on labor law and contractual disputes, updating agency practices
- Provided and contributed to staff communications and memos throughout the agency
- Settled multiple collective bargaining agreements with agency’s long-term interest
- Supported 4,100 part-time/full-time employees across all HR functions
- Conducted records review and cleanup of 25 years of stored internal records
- Implemented appropriate measures to evaluate and approve NYS COVID-19 Leave
- Successfully met all Affordable Care Act compliance requirements
- Collaborated with the Business Office to adapt to new standards for NYSLRS reporting
- Broadened the Human Resources webpage to provide transparency

### **Recruitment and Retention of a Culturally and Demographical Diverse Workforce**

- Analyzed multiple streams of data, preparing for future recruitment efforts
- Transitioned to a digital system for employee recruitment and onboarding
- Supported the revision of postings for certificated staff, including new posting platforms
- Engaged with Civil Service during multiple high level meetings to improve processes
- On-boarded over 300 employees with a large rate of new employees from a diverse background
- Operationalized the agency’s largest ever Career Fair (1,200 interviews)

- Collaborated to modify promotional language, through lens of equity and inclusivity
- Included compensation on all postings ahead of NYS announcement of requirement
- Facilitated the beginnings of processes related to non-rep compensation audit

### **Employee Culture**

- Analyzed results of the Work Culture Survey and implemented action
- Coordinated an Employee Awards Ceremony recognizing more than 100 employees
- Returned to and facilitated regular in-person New Employee Orientations
- Oversaw all compliance training, engaged in processes to improve virtual trainings
- Provided multiple formal trainings to all administrators on strategic leadership thinking
- Built out *It's Personnel* podcast, engaging with employees across all positions and levels

### **Regional Support**

- Supported and engaged with regional community college advisory board
- Provided guidance and support related to the Health Care Worker Bonus Program
- Held numerous countywide Personnel Administrator's Council meetings
- Continued to offer regional new Personnel Administrator Collegial Circle sessions
- Provided certification presentations and supported component school districts
- Shared resources related to Hiring Handbook and equitable committee processes
- Conducted trainings on conflict resolution to regional leaders at multiple school districts
- Built customized personnel guidance to school districts navigating complex issues
- Offered direct services to school districts requiring personnel capacity support

## **MANAGEMENT SERVICES DIVISION**

### **Administrative Services**

- Reviewed and updated, as needed, recommended insurance requirements requested from vendors in all agency bids to guarantee protection of the agency's interests.
- Responded to 170 Freedom of Information requests and over 600 student records inquiries.
- Received, inventoried, and securely stored over 18,000 English, math, and science assessments and Regents exams; and distributed over 600 of these exams to 23 school districts through distribution centers located at the James Hines Administration Center and the Westhampton Beach Learning Center.

### **Capital Asset Management (CAM)**

- Sold \$109,878 worth of surplus equipment and vehicles for Eastern Suffolk BOCES and its component school districts.
- Completed full building inventories at the Brookhaven Learning Center East and West, Tecumseh Elementary School, Gary D. Bixhorn Technical Center, and Premm Learning Center.
- Managed over 2,260 of the agency's record retention boxes.
- Starting in January of 2022, Capital Asset Management, with the help of Central Support Service's interoffice mail drivers, distributed 1,109,834 COVID-19 test kits to 50 component school districts. The quantity shipped was determined by each district's enrollment. COVID-19 test kits are still distributed upon request.

### **Cooperative Bidding Program**

- Created the following new bids: Central Station Monitoring and Elevator Repairs and Maintenance.
- Released a total of 54 cooperative bids in a 10-month period, of which 28 were new bids (21 of the 28 could have been extended, but the vendor would not agree due to inflationary pressures), and 26 were extended from the prior year.
- Continued to hold Ad Hoc Committee meetings with school districts and other participating municipalities to refine and enhance specifications and/or to evaluate “alternate” submissions for: Custodial Supplies; Custodial Liners and Gloves; Arts and Crafts Supplies; Music Supplies and Instruments; and Physical Education, Athletic, and First Aid Supplies. The Cooperative Bidding Program maintains and manages 63 contracts: 56 bids, and seven (7) RFP’s, covering many commodities for its 76 participants.
- Continued participation with the Joint Procurement Council for Suffolk County’s SuffolkShare Program.

### **Health & Safety and Security**

- Reviewed and updated Public Employees Safety and Health (PEOSH) compliance templates, which are available to component school districts. Provided multiple Health & Safety seminars for Safety and Facilities personnel.
- Ongoing meetings with the agency’s Safety Team and Health & Safety Committee. Committee invited a technical expert from NYSIR to provide additional Health & Safety training for staff based upon reviews of incident reports.
- Participated in building-level faculty meetings to review emergency response protocols and train on new procedures.
- Conducted lockdown drill debriefings with individual buildings after participation and review of the events to ensure an understanding of the lockdown protocols.
- Expanded participation by faculty and staff in the RAVE Panic Button application by presenting at each building’s faculty meeting annually.
- Reviewed access control software upgrades and potential future upgrades, including demonstrations of additional security access hardware.
- Began upgrades to security camera system agency wide and incorporated mapping technology into the software program.
- Provided additional training to building greeters on security protocols.
- Created basic daily and emergency informational guidelines for Allied Universal Security guards. Increased the number of security posts at agency campuses.
- Reviewed and updated site security procedures such as closing gates, enclosing security vestibules, and radio/building to building communications.

## Facilities

- Continued the Chief Custodian Committee to discuss needs and projects within our buildings in an effort to build a team atmosphere and share best practices.
- Met monthly with O&M DEI Liaisons. Incorporate DEI activities in custodial supervisors meeting and interview process.
- Attend and chair East End Facilities Meeting, which includes 12 of the East End school districts.
- Held Ad Hoc Committee meetings with Purchasing. The Ad-Hoc Committee meetings allow Suffolk County Facilities Directors to review and determine if samples and alternative items submitted by vendors meet (or not meet) specifications.
- Joined Suffolk County Facilities Directors Mentorship Committee to make resources available to new component school district directors.
- Collaborated with BBS Architects on the capital facilities plan and master planning.
- Continued to replace and upgrade rooftop HVAC equipment, as well as began integrating energy management systems. The new equipment is more energy efficient, provides better air quality, and uses smart technology for controls.
- Reviewed spatial needs and inspected additional spaces for possible lease.

## Operations and Maintenance

The operations and maintenance department has overseen numerous facility upgrades that align with our current master space plan. These upgrades included:

- **James Hines Administration Center** – replacement of HVAC equipment and new gas service to the building
- **Islip Career Center** – Culinary kitchen and welding shop
- **Edward J. Milliken Technical Center** – Audio lab
- **Westhampton Beach Annex and Bellport Academic Center** – Replacement of the main electrical switchgear systems
- **Gary D. Bixhorn Technical Center and the Edward J. Milliken Technical Center** – Replacement of flooring materials
- **Jefferson Academic Center, Brookhaven Learning Center, Bixhorn Technical Center, Samoset Middle School and Westhampton Beach Learning Center** – Replacement of obsolete ceilings and lights

## Leases

- Renewed classroom lease agreements with the Islip and Patchogue-Medford Union Free School Districts for the Department of Special Education.
- Entered into a lease agreement with Commack Union Free School District for additional space to combine the Commack and Brentwood Non-Public School Textbook Programs to more efficiently serve our students and parents.
- Renewed the lease agreement with the Southampton Union Free School District at the lower of 2% or the CPI-U for the continuation of the in-district high school Career and Technical Education carpentry program, and entered into a lease agreement with the Brentwood Union Free School District for an in-district high school Career and Technical Education cosmetology/barbering program with an option to renew next year at the lower of 2% or the CPI-U.

### **Communications Services/Public Relations**

- Added three (3) new school districts to the Communications/Public Relations service, for a final total of 53 participating school districts.
- Continued to provide foreign language and American Sign Language translations and interpretations through an established RFP.
- Continued to provide high-quality public relations services, including graphics, photography, videography, writing press releases and newsletter articles, media outreach, and developing content that promotes Eastern Suffolk BOCES and Academy students, staff, events, and programs on the website and social media. A TikTok account was established for the agency.

### **Nonpublic Textbooks**

- Processed applications and distributed textbooks for the start of the school year to non-public school students in grades K-12 who reside in 70 participating school districts across Suffolk, Nassau, and Westchester Counties. Textbooks are distributed from four locations in Suffolk County. Program staff communicate directly with the non-public schools and parents. Pooling both textbooks and operation resources results in a considerable savings of time and money for the public school districts.

### **Office of Communications and Research (OCR)**

- Facilitated Superintendent's Conference Day for 12-month non-instructional staff, which was held on November 8.
- Continued to support the agency changes in guidance related to COVID-19, including, but not limited to, updating website pages and acquiring Spanish translations for all public documents.
- Supported the 19<sup>th</sup> Annual Regional Longwood Legislative Workshop that was held on February 4. The Communications Office provided assistance to Longwood's Director of Public Relations with graphic design, printing, and the logistics of the morning's program. The Research Office assisted the Chief Operating Officer in the development of his presentation for the event.
- Prepared 28 Eastern Suffolk BOCES employees and 36 Academy and Special Education students for BOCES Advocacy Day. Participation involved discussions related to Eastern Suffolk BOCES legislative priorities.
- Completed several annual research projects to support the advocacy efforts of the District Superintendent and Chief Operating Officer, including, but not limited to, analyses of school districts' budgets, trends in school district wealth, student enrollment/demographic trends, the Executive Budget proposal, and the Legislative Budget. Several projects were further developed for visual presentation and/or publication.
- Represented the agency on the Statewide BOCES Communication Committee. This committee meets to determine the priorities of New York State BOCES communications, and provides professional development opportunities for BOCES communications professionals throughout the state. As part of this work, the Communications Office prepared for the "Well Event" in Albany, featuring our Adult Literacy students.
- Collaborated and met regularly with Diversity, Equity, and Inclusivity (DEI) staff on the agency's work toward a more inclusive teaching and learning environment, and to continue to ensure that the diversity of students is represented in all print and digital publications.

- Facilitated the promotion of the Parent-Family Advisory Council and several DEI workshops that were offered to students, parents, and staff via Zoom, and acquired translations and interpretations for all materials and events.
- Carried out several advertising campaigns for job fairs that took place at Sequoya High School. The fairs offered on-site interviews and hiring to fill vacant positions for Special Education Aides and Teaching Assistants. The Graphics Department developed flyers for distribution, media support generated boosted posts on social media, and radio spots on WBAB and WBLI were created and purchased. The Communications Department also posted information about the fair and current job vacancies on the recruiting page of the Eastern Suffolk BOCES website and on *Indeed*. Additionally, temporary outdoor signage was developed and purchased for placement at the Special Education sites.
- Assisted the Purchasing Department with the development of a new bid for the printing of agency publications. After gathering input from multiple programs, the number of bid items was reduced from 127 to 74. It was discovered that the duplication office, located in Central Support Services, would be able to produce the majority of the items that were removed, which would result in cost savings for many internal programs. This will also result in internal efficiencies as it decreases the need for generating purchase orders and processing invoices for outside vendors.
- Published the biennial Long Island Costs and Outcomes Report for 2022, which is the result of the joint work of representatives from the Long Island Education Coalition (LIEC) and the Long Island Association (LIA). Using verified data from New York State resources, the report illustrates the true costs associated with education on Long Island, the outcomes of its students, changing student demographics, and the inequities that exist within the region based on school district wealth.
- Continued participation in various workshops and trainings for ongoing professional growth in the area of authentic and inclusive school communications.
- Developed documents and surveys to assist with superintendent searches for several school districts.
- Formed a Code of Conduct Subcommittee of the Central Shared Decision Making Committee, facilitated by the Communications Office, to develop an abbreviated version of the current Code of Conduct regulation. This version is both welcoming to students and parents and useful to staff. In addition to illustrating students' and parents' rights and responsibilities, the booklet focuses on our beliefs and core values about our students and how they learn.
- Began the conversion of the Eastern Suffolk BOCES and Academy website to a new platform. This also provided an opportunity to update the branding of each website. During this process, the Communications Office also sought input from students, parents, and staff to improve navigability of the site.
- Established an RFP for professional videography services to create marketing videos for each of the Eastern Suffolk BOCES Special Education buildings.
- Sponsored an Eastern Suffolk BOCES student as a graphic intern. The hands-on work is expected to provide the student with experience in a professional setting, hone soft skills, expand knowledge and creativity, and enhance the student's portfolio.
- Completed the 2023 update to the Delegate Facemaps for Suffolk and Nassau Counties. The maps provide a photograph of each of the state legislators, along with a list of the school districts they represent. This year's update included the new legislative boundaries that went into effect.
- Continued support from the Public Relations Liaison Program helped new and seasoned liaisons in gathering quality and meaningful content for public relations. The Program

includes representatives from every instructional building, Educational Support Services, the Family Outreach Program, and the Office of Diversity, Equity, and Inclusivity.

- Migration of the Adult Education webpages on the Eastern Suffolk BOCES website to a new sub-site occurred. While remaining accessible from the main Eastern Suffolk BOCES website, the creation of sub-sites enabled unique tabs and navigation features that make it easier for prospective students to find information about courses and how to register.

### **Printing**

- Using state-of-the-art equipment, a large variety of items were produced, which include, but are not limited to, booklets, brochures, business cards, calendars, letterhead, NCR forms, newsletters, postcards, posters, envelopes, Common Core modules, and other creative educational visual aids. A variety of paper types and finishing options are available. Post-printing tasks include collating, binding, trimming, folding, hole-punching, and stapling.
- Continued to provide high-quality, printed materials to 16 participating school districts, reducing their expenses by outsourcing their printing and duplication needs. Printing capabilities range from quick-copy to custom printed materials. This service is available to all Suffolk County school districts, and is eligible for BOCES aid if the school district subscribes to the Library Services/Media base service. Materials which become the property of the school district are not eligible for BOCES aid.
- Provided pickup and delivery services to school districts' central offices at no additional cost.

### **School Lunch Program**

- Applied for and received approval to continue to operate, for four additional years, under the United States Department of Agriculture Community Eligibility Provision. This enables Eastern Suffolk BOCES to serve breakfast and lunch to all Special Education students at no charge to the students. This program promotes educational equity as it removes the free and reduced price application barrier, particularly for families who speak languages other than the languages in which the applications are written, or who lack reading and writing skills or fear completing applications because of their immigration status. The program reduces the stigma of participating in the school meal program as breakfast and lunch are provided to all student regardless of their ability to pay. The program supports families who struggle with food insecurity, but have incomes slightly above the cut off for free and reduced price meals.
- Both the breakfast and lunch program are experiencing tremendous growth, with a 29 percent increase in the number of breakfast meals and a 23 percent increase in the number of lunch meals provided to students between July 2022 and January 2023, as compared to the same period last school year.
- Sustained efficiencies were experienced while operating under the Community Eligibility Program as no free and reduced price applications are required. This eliminates the need for Eastern Suffolk BOCES staff to collect, enter, process, and verify applications. Furthermore, the program eliminates unpaid school meal debt, thus, no staff time is expended in the collection or processing of payments.
- Received over \$50,000 in grants to help offset the increased costs of procuring minimally processed, locally sourced foods.



- Supported the nutritional needs of students attending non-traditional programs, including the evening Alternative High School Program, as well as served students at included sites on days the host school district was closed.
- Continued participation in the Fresh Produce Pilot Program, sponsored by the United States Department of Agriculture, by diverting a portion of the entitlement to this program. A large variety of fresh fruits and vegetables have been received at no cost.

### **Substitute Services**

- Provided procurement of per diem substitute teachers, nurses, aides, assistants, custodians, and other employees for Eastern Suffolk BOCES programs and participating component school districts.
- Served 37 component school districts in the 2022-23 school year.
- Offered three (3) levels of service to the 37 component school districts and four (4) Eastern Suffolk BOCES programs.
- Focused on increasing recruitment by participation in Eastern Suffolk BOCES job fairs.

### **Technology Integration**

- Began deployment of Multi-Factor Authentication solution (MFA) on desktops and laptops for all critical office staff.
- Began upgrade of the e-mail system.
- Continued major network switch upgrades across special education sites.
- Began rollout of identity and compromised password management across the agency.
- Implemented Microsoft System Center Configuration Manager (MSSCCM) patch management and software deployment software.
- Continued deploying a new E911 solution.
- Began rollout of vulnerability identification and management software on administrative network.
- Upgraded server hardware across the agency.
- Developed laptop drive encryption procedural plan.
- Deployed endpoint detection and response (EDR) solutions across agency.
- Refreshed 600+ computers and 300+ printers across instructional sites.
- Began deployment of agency wide phone lockdown buttons.
- Implemented air gapped backup solution
- Transitioned all users over to new WinCap server without issue.
- Aided in the deployment of active floors for special education locations.
- Upgraded the SIMMAN® Advanced Patient Simulator hardware for the nursing lab.
- Increased network bandwidth across instructional campuses to aid online learning initiatives.
- Upgraded network cabling at BTC B-wing to increase performance of arts cluster.
- Upgraded MAC lab desktops in HBW, BTC, ICC, MTC
- Upgraded lockdown software for industry assessments and testing across instructional campuses.
- Began audio-visual design and procurement for LGI's, auditoriums, and gyms to enhance graduations and events.
- Facilitated the upgrades of legacy smartboards across the agency to Newline Interactive displays.
- Implemented additional access control and security measures to further protect our staff and students.

## **Transportation**

- In the 2022-23 school year, transported 3,859 students: 2,414 Wyandanch Union Free School District in-district students; 975 Westhampton Beach Union Free School District in-district students; and 470 special needs and nonpublic school students from 25 school districts to 103 destination schools.
- Transported 637 students in the summer of 2022 to special needs and enrichment programs.
- Shuttled Eastern Suffolk BOCES students between AM and PM sessions on various campuses.
- Continue to provide field trip and coach transportation to Eastern Suffolk BOCES and districts.
- Continue to provide school bus safety programs to kindergarten through third graders.
- Provided 25 school districts with New York State Education Department and Department of Motor Vehicles (NYSED/DMV) required training for bus drivers and monitors.
- Conducted 2 Child Safety Zone studies on behalf of component school districts.
- Addressed the shortage of school bus drivers by revising and combining bus routes for students to minimize delays in school arrivals and ensure Home-To-School transportation for students.