Middle Country Central School District
Shared Decision Making

I. Educational issues which are subject to shared decision making and cooperative planning at the school level
   A. The School shared decision making teams' will focus on projects that improve student achievement, whether direct or indirect. Shared decision making teams will have autonomy to select data points that inform their choice of issues and/or initiatives.
   B. Possible issues for shared decision making teams to consider include, but are not limited to:
      1. Identifying and promoting exemplary practices
      2. Support of co-curricular and/or extracurricular activities
      3. Coordination with other school/district committees
      4. Student activities / events
   C. Shared decision making teams will not consider:
      1. Personnel matters
      2. Issues relating to any collective bargaining agreement
      3. Issues requiring the disclosure of sensitive or confidential information
      4. Matters expressly governed by Board of Education policy, NYSED regulation, or law
II. Manner and extent of the expected participation of all parties
   A. Membership / representation: Shared decision making teams will be chaired by the building principal, or designee, and will include representation for parents and teachers.
   B. Expected participation: Shared decision making teams may determine their own schedule and frequency of meetings. In the event that a member of the shared decision making team cannot attend a scheduled meeting, an alternate representative for that constituent group will be sought.
   C. Record keeping: The shared decision making team chairperson, or designee, will prepare minutes of each meeting. If other than the principal, these minutes will be submitted to the principal promptly after each meeting and maintained in the main office of school.
III. Means and standards by which all parties shall evaluate improvement in student achievement:
   A. Data selected by the shared decision making team will be utilized to evaluate the success of projects. Analysis may include quantitative and/or qualitative data.

B. Possible sources of data shared decision making teams may utilize to evaluate projects may include but are not limited to:
1. Grade 3-8 NYS assessments in ELA and math
2. Elementary and Intermediate level NYS science assessments
3. Regents examinations results
4. AP examination results
5. NYS school report card
6. Report cards
7. Classroom assessments
8. Visitation/observation of events
9. Portfolio's
10. Interviews

IV. Means by which all parties will be held accountable for the decision which they share in making:
A. Members of the shared decision making team share responsibility for monitoring and evaluating the effectiveness of projects.
B. Minutes of shared decision making team meetings will be prepared by the chairperson or designee and delivered to the school principal within business days after each meeting. Minutes shall be maintained by the principal for review by constituent groups on request.
C. The performance of shared decision making teams will be reviewed annually by the deputy superintendent in consultation with the building principals.
D. The shared decision making plan will be reviewed on a biennial basis.

V. Process whereby disputes presented by the participating parties about the educational issues being decided upon will be resolved at the local level:
A. Decisions of the shared decision making team should, whenever possible, be reached through consensus of the members.
B. All members of the shared decision making team may bring additional data (non confidential) of their own selection for consideration by the team.
C. In cases where consensus cannot be reached all disputes or disagreements will be resolved by majority vote of team members.

VI. How federal and state requirements for involvement of parents in planning and decision making will be coordinated and met by the overall plan.
A. The shared decision making plan will be reviewed biennially to make any needed updates to ensure continued compliance with relevant regulations.