

**2012 BIENNIAL REVIEW OF SHARED DECISION MAKING  
CR 100.11**

**Part 1. DISTRICT/BOCES INFORMATION SHEET**

<b>School District/BOCES:</b>	Huntington Union Free School District
<b>Address:</b>	50 Tower Street, Huntington Station, New York 11746
<b>BEDS Code (12 Digits):</b>	5804 0303 0000
<b>Person Submitting Form:</b> <i>(Print or Type Name)</i>	Dr. Kenneth A. Card, Jr.,
<b>Title:</b>	Assistant Superintendent for Curriculum and Instruction
<b>Telephone:</b>	( 631 ) 673-2036
<b>E-mail Address:</b>	kcard@hufsd.edu

<b>Endorsements Received:</b>	<b>Signatures:</b>
<b>Administrators</b>	
<b>Teachers</b>	
<b>School-Related Parent Organizations</b>	

**Part 2. STATEMENT OF SUCCESS: Required Components**

Boards of education, in collaboration with district planning committees, are to submit a statement of success of the district plan in achieving its objectives. Section 2 provides an opportunity to collectively reflect on the required components of the plan.

For each of the six component areas shown below, check the box for the rating which most closely reflects the agreement of the board of education and the district committee regarding the overall level of implementation for that component of the plan by the Building Teams.

<b>COMPONENT AREAS</b>	<b>A. Not Addressed or Not Implemented</b>	<b>B. Inconsistent Implementation and Success</b>	<b>C. Minimal Implementation and Success</b>	<b>D. Moderate Implementation and Success</b>	<b>E. Consistent Implementation and Success</b>
Educational Issues Subject to Shared Decision Making					X
Involvement of All Parties					X
Means and Standards Used to Evaluate Improvement of Student Achievement					X
Accountability for Decisions					X
Dispute Resolution Process					X
Coordination of State and Federal Requirements for Parental Involvement					X

**Part 3. STATEMENT OF ASSURANCES**

I, Emily Rogan, President of the Board of  
*(Print or Type Name)*

Education of Huntington Union Free School District (or BOCES), do  
assure that the district's (or BOCES') plan for the participation of teachers and parents with  
administrators and school board members in school-based planning and shared decision making  
was amended at a public meeting held on November 15, 2010.  
*(Date)*

Electronic submission affirms that the board of education reviewed the district plan previously adopted and submitted to the Commissioner for approval. The amended plan was adopted at a public meeting, after consultations with and full participation by the district committee convened for the purpose of the biennial review as required by CR 100.1(b), (d), and (f), and after seeking the endorsement of the following representatives of the committee:

- the superintendent of schools (or BOCES district superintendent);
- administrators selected, where represented, by the administrators' collective bargaining organization;
- teachers selected by the teachers' collective bargaining organization; and,
- parents (not employed by the district or a collective bargaining organization representing teachers or administrators in the district [or BOCES] selected by a school-related parent organization(s) or, where no such organization(s) exists, by their peers under a process developed by the board of education.)

The amended plan incorporates all of the components listed in CR 100.11 (c). As required by CR 100.11 (f) the attached statement of success reflects the six required parts of the plan and the planning success indicators. The amended plan has been made available to the public, and has been filed with the local or BOCES District Superintendent.



Signature, President, Board of Education

3 | 12 | 12  
Date

**Flower Hill Primary School**  
**SHARED DECISION MAKING COMMITTEE**

***2011-2012 School Based Team Goals***

List each goal on a separate form

**Goal:**

1. Plan/Organize Flower Hill's Curriculum Night Celebration
2. Organize Flower Hill's Science Fair/Science Garden
3. Using Data to guide classroom Instruction

**Action Plan**

1. The committee will select topic/themes, plan, organize activities that will be presented to parents and the wider school community to inform them about the curriculum.
2. The committee will play the leading role in organizing our annual science Fair. It will help with the selection of research topics, coordinate the provision of support/resources to teachers and students. The committee will also help with the Flower Hill Garden in the Spring in an effort to reinforce /supplement the science curriculum.
3. Teacher members of the SDM will lead faculty in analyzing student achievement data, developing strategies to support students, and identifying resources to support teachers. Principal will present student achievement data to parents.

**Assessment:**

1. Successfully staging of Curriculum Night celebration on May 23<sup>rd</sup>.
2. Successfully staging our Science Fair on March27 and the continuation of our Flower Hill Science Garden.
3. Data analysis at faculty meetings and grade level meetings. Presentation to Flower Hill parents on student achievement data.

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**SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN**

Flower Hill  
School

Marlon Small  
Principal

Mrs. Betsy Giamo  
SBT Representative

HUNTINGTON UNION FREE SCHOOL DISTRICT  
HUNTINGTON, NEW YORK 11743

## SHARED DECISION MAKING COMMITTEE

# *2011-2012 School Based Team Goals*

List each goal on a separate form

**Goal:**

Pilot a grade 9 community service program tied to grade 9 English curriculum themes.

**Action Plan:**

Work with SDM to generate a list of school and community groups that would accept student volunteers.

Ask English teachers to introduce 5 hours requirement for all students

Chart completion of hours for individual students and generate certificates to be placed in students' files.

Survey students as to meaningfulness of service

**Assessment:**

Completion of 5 hours of community service by students

Results of student surveys

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

Huntington High School  
School

Dr. Carmela Leonardi  
Principal

Mrs. Susan Biagi  
SBT Representative

## SHARED DECISION MAKING COMMITTEE

# *2011-2012 School Based Team Goals*

List each goal on a separate form

**Goal:**

To increase all aspects of attendance.

Coming to school on time

Attending all classes

Avoiding full day absences unless health or family related

**Action Plan**

Examine attendance data (multiple years)

Strategize ways to improve attendance:

Publicize data and implications stemming from it (correlation between attendance and grades).

Establish student to student and parent to parent support groups.

Create the equivalent of Pride Awards for attendance

**Assessment:**

Quarterly analysis of attendance data.

Keep charts of improved attendance, by grade, prominent in the school.

Reward most improved grade each month with announcement and "attendance cup."

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

Huntington High School  
School

Dr. Carmela Leonardi  
Principal

Mrs. Susan Biagi  
SBT Representative

## SHARED DECISION MAKING COMMITTEE

# ***2011-2012 School Based Team Goals***

List each goal on a separate form

**Goal #1:**

- Develop three models/templates of a Data Distribution Tool for use by teachers with parents, students and Instructional Support Team (IST)

**Action Plan:**

- Discuss difference between formative and summative assessment and use of data to inform instruction
- Gather information on current forms of data accessible to teachers
- Create Index identifying forms of data and description of each for distribution to teachers-parents-students
- Gather examples of other models of data distribution tools from other districts
- Create three models/templates for use by teachers:
  - Model I- Data Distribution Tool for Parents
  - Model II- Data Distribution Tool for Students
  - Model III- Data Distribution Tool for Instructional Support Team (IST)
- Present information on the Data Distribution Tool to faculty and parents

**Assessment:**

- Distribution of Jefferson's Data Implementation Tools as follows:
  - Model I in June at parent meeting
  - Model II in June for 4<sup>th</sup> grade students
  - Model III in June for teachers at faculty meeting

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

School: Jefferson Primary School

Principal: Margaret H. Evers

Committee Members: Mrs. Sugrue, reading teacher; Mrs. Aurilia, ESL teacher; Mrs. Coffey, 1<sup>st</sup> grade teacher; Mrs. Mallow-Rizzo, 2<sup>nd</sup> grade teacher; Mrs. Marotta, 3<sup>rd</sup> grade DL teacher; Ms. Parrett, 4<sup>th</sup> grade teacher; Mrs. Harkins, special education T.A.; Mr. Harvey, parent; Mrs. Dunn, parent; Mrs. Bavaro, parent; Mr. Bellissimo, parent; Mrs. Mangan, parent; Mrs. DiBiase, clerical; Mr. Ehlers custodial.



HUNTINGTON UNION FREE SCHOOL DISTRICT  
HUNTINGTON, NEW YORK 11743

## SHARED DECISION MAKING COMMITTEE

### ***2011-2012 School Based Team Goals***

List each goal on a separate form

Goal #1:

- Include student self-evaluation as an additional, complimentary form of assessment in grades 3 and 4

Action Plan:

- Review research on classroom assessments with specific attention to student self assessment
- Develop position paper on importance of student self-assessment as part of a comprehensive, authentic grading process.
- Present information on the importance of student self assessment to the faculty and to parents.
- Create procedures and rubrics for student self-assessment in grades 3 & 4 which will compliment current report card.
- Develop surveys to gather information on the use of student self-assessment from teachers-students-parents.

Assessment:

- Implementation of student self-evaluation in fourth quarter in grades 3 and 4
- Review of surveys from teachers-students-parents

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

School: Jefferson Primary School

Principal: Margaret H. Evers

Committee Members: Mrs. Sugrue, reading teacher; Mrs. Aurilia, ESL teacher; Mrs. Coffey, 1<sup>st</sup> grade teacher; Mrs. Mallow-Rizzo, 2<sup>nd</sup> grade teacher; Mrs. Marotta, 3<sup>rd</sup> grade DL teacher; Ms. Parrett, 4<sup>th</sup> grade teacher; Mrs. Harkins, special education T.A.; Mr. Harvey, parent; Mrs. Dunn, parent; Mrs. Bavaro, parent; Mr. Bellissimo, parent; Mrs. Mangan, parent; Mrs. DiBiase, clerical; Mr. Ehlers custodial

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& Instruction

HUNTINGTON UNION FREE SCHOOL DISTRICT  
HUNTINGTON, NEW YORK 11743

## SHARED DECISION MAKING COMMITTEE

# ***2011-2012 School Based Team Goals***

List each goal on a separate form

Goal: Review ELA and Math assessment data and reports. The team will make conclusions and discuss priority areas to address.

Action Plan: Produce an informational guide for parents that discusses what the ELA assessment is all about-question types, format, etc. Additionally the team will give suggestions on how parents can help build stronger readers at home.

Assessment: A parent survey will be given to assess whether the information was clear and helpful. Our hypothesis is that by educating parents and using their support for more reading at home, students will perform better on the ELA.

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

J. Taylor Finley Middle School  
School

John Amato  
Principal

Melissa Ryan  
SBT Representative

HUNTINGTON UNION FREE SCHOOL DISTRICT  
HUNTINGTON, NEW YORK 11743

## SHARED DECISION MAKING COMMITTEE

# ***2011-2012 School Based Team Goals***

List each goal on a separate form

Goal: Review our building grading and homework practices.

Action Plan: Compile details from all teachers regarding grading and homework practices.  
Review data and discuss suggestions for improvement.

Assessment: Our hypothesis is that by improving the homework/grading practices, we will see less course failures and improved student learning. We will use quarter grades for assessment of plan.

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

J. Taylor Finley Middle School  
School

John Amato  
Principal

Melissa Ryan  
SBT Representative

HUNTINGTON UNION FREE SCHOOL DISTRICT  
HUNTINGTON, NEW YORK 11743

## SHARED DECISION MAKING COMMITTEE

# ***2011-2012 School Based Team Goals***

List each goal on a separate form

Goal: Effectively communicate and implement the new Common Core Learning Standards.

Action Plan: Using “engage NY”, the state’s new system for administrators, teachers and parents, we will formulate an effective means of communicating and implementing the CCLS.

Assessment: Through academic team meetings and classroom observations, administrators will assess the effectiveness of the action plan.

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

J. Taylor Finley Middle School  
School

John Amato  
Principal

Melissa Ryan  
SBT Representative

**SOUTHDOWN SHARED DECISION MAKING COMMITTEE**  
*Academics Subcommittee*

**2011-2012 School Based Team Goals**

List each goal on a separate form

Goal:

*The Literacy Team will correlate the Southdown Book Room with the Treasure's Reading Program at each grade level.*

*The Literacy Team would like to provide parents with training video, available through the SDM site, to help with reading strategies at home.*

*To publish the Art and Literary Magazine.*

Action Plan

- To correlate texts in the book room by grade, theme and guided reading level.
- To create text sets to promote close reads that supports the Common Core State Standards.
- Supplement Book Room with Social Studies and Science books through grant writing.
- To create a series of training videos of reading strategies for parents. The videos will include topics on interactive reading, paired reading, letter and sound fluency, homework help for spelling, alphabetizing, and writers' response, and more.
- Parent training videos will be posted on the Southdown Shared Decision Making website.
- Support teachers in creating art and literary entries with their students.

Assessment:

- Parents will be surveyed to determine if the video series were beneficial and to determine additional topics to be addressed in the future.
- Academic growth on Weekly Assessments, Unit Tests and AIMS web.

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SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

*Southdown*  
School

*Michelle Mauer*  
Principal

*Joanne Cicio*  
SBT Representative

**SOUTHDOWN SHARED DECISION MAKING COMMITTEE**  
*School Culture Subcommittee*

***2011-2012 School Based Team Goals***

List each goal on a separate form

Goal:

*To provide direct instruction to continue the focus and practice of appropriate behaviors that are expected from students and staff of Southdown Primary, an award-winning Invitational School.*

Action Plan

- To evaluate the school climate on a monthly basis to determine areas of need including, but not limited to, social and peer interactions, appropriate greetings, bus safety and behaviors, playground, indoor recess and cafeteria etiquette, code switching, reading body language, and conflict resolution.
- To design and facilitate direct instruction presentations for the students and staff at the "Splash" assemblies.
- To provide student practice opportunities to support learning.

Assessment:

- Evaluate school environment on a continuing basis to determine if the behaviors targeted are being applied during appropriate or specified times.

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**SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN**

*Southdown*  
School

*Michelle Kassis*  
Principal

*Nadine Aray*  
SBT Representative

**SOUTHDOWN SHARED DECISION MAKING COMMITTEE**  
*Communication Subcommittee*

**2011-2012 School Based Team Goals**

List each goal on a separate form

Goal:

*To provide ongoing parent communication of school and district priorities and initiatives.*

Action Plan

- Monthly articles from the subcommittees (academics and school culture) to be included in the PTA "Splash" newsletter.
- To provide district liaison, Mr. Jim Hoops, with specifics from events and activities that highlight student and staff participation.
- To update Southdown Shared Decision Making website;  
[www.https://sites.google.com/site/southdownsdmc/](http://www.https://sites.google.com/site/southdownsdmc/) , to provide parents with a portal that describes upcoming events and initiatives that support student learning and school culture.

Assessment:

- SDM website will be monitored to determine number of parent viewers.

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SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

*Southdown*  
School

*Michelle Maurer*  
Principal

*David J. Kelly*  
SBT Representative

**SOUTHDOWN SHARED DECISION MAKING COMMITTEE**  
*Academics Subcommittee*

**2011-2012 School Based Team Goals**

List each goal on a separate form

Goal:

*To provide families with a hands-on evening event that highlights the math components or strands of the constructivist approach to math instruction.*

Action Plan

- To design grade specific centers around each of the mathematics strands including number sense, geometry, algebra, measurement and probability & statistics.
- To facilitate an evening event where children and their parents participate in activities that requires them to complete tasks and provide a platform for child to parent explanations of their thoughts and actions.

Assessment:

- Parent survey to determine if the event met their needs and level of effectiveness.

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**SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN**

Southdown  
School

Michelle Maurer  
Principal

Denise Reuxesch  
SBT Representative



Washington Primary School  
HUNTINGTON UNION FREE SCHOOL DISTRICT  
HUNTINGTON, NEW YORK 11743

## SHARED DECISION MAKING COMMITTEE

# ***2011-2012 School Based Team Goals***

List each goal on a separate form

Goal #1: To build awareness in the parent community related to the "Washington Ways",  
Response to Intervention (RtI) Tier#1 Building-wide Positive Behavior Supports (PBS)

Action Plan:

- Create a "Washington Ways" pamphlet, to be distributed to all Washington families, as well as at Kindergarten Orientation and when a new student enters
- "Washington Ways" pamphlet to be posted on the Washington web-page
- Parent Evening Presentation
- Weekly/monthly announcements made at the building
- Monthly "Washington Ways" winner announcements posted on the web-site

Assessment:

- Attendance at Parent Evening Presentation
- Creation and distribution of pamphlet
- Increased common language for parents when discussing behaviors
- Increased positive student behavior, as evidenced by decrease in office referral, suspensions, etc.

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

School: Washington Primary School

Principal: Mrs. Marsha J. Neville

Committee Members: Mrs. German, 3<sup>rd</sup> Grade Sp Ed Teacher; Mrs. McVetty, 3<sup>rd</sup> Grade Teacher; Ms. Quiles, Kindergarten Teacher; Mrs. Gonyou, TA; Mrs. Cirlincione, Parent; Mrs. Gerardi, Parent; Mrs. Ribando, Parent

Washington Primary School  
HUNTINGTON UNION FREE SCHOOL DISTRICT  
HUNTINGTON, NEW YORK 11743

## SHARED DECISION MAKING COMMITTEE

# ***2011-2012 School Based Team Goals***

List each goal on a separate form

Goal #2: To build awareness in the parent community related to 3<sup>rd</sup> and 4<sup>th</sup> Grade State Assessments

Action Plan:

- Parent Evening Informational Presentation
- Parent handouts including but not limited to: understanding of state standards; format of testing; grading rubrics; preparation of students, tying in our core reading program (Treasures); use of data to drive instruction; parent "to dos" for home
- Make available on-line information and links to information web-sites

Assessment:

- Attendance at Parent Evening Presentation
- Creation and distribution of parent handouts
- Increase in student performance on state assessments

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### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

School: Washington Primary School

Principal: Mrs. Marsha J. Neville

Committee Members: Mrs. German, 3<sup>rd</sup> Grade Sp Ed Teacher; Mrs. McVetty, 3<sup>rd</sup> Grade Teacher; Ms. Quiles, Kindergarten Teacher; Mrs. Gonyou, TA; Mrs. Cirlincione, Parent; Mrs. Gerardi, Parent; Mrs. Ribando, Parent

## SHARED DECISION MAKING COMMITTEE

### ***2011-2012 School Based Team Goals***

#### Goal # 1

- To support the Board of Education Goal #1

Show measurable improvement in student performance (adequate yearly progress) at all buildings and graduation rates at the high school, leading toward removal of pertinent schools from identified lists.

#### Action Plan

The SDM committee will organize "Parent University" workshops to educate parents on the NY State assessments and ways to support their children at home.

The committee will set up an incentive program to encourage practices that will improve scores.

#### Assessment:

10% Improvement in AYP in all subgroups for 2012-2013.

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#### SCHOOL BASED PLANNING AND SHARED DECISION MAKING PLAN

Woodhull Intermediate  
School

Mary Stokkers  
Principal

Scott Armyn  
SBT Representative