



HEMPSTEAD UNION FREE SCHOOL DISTRICT



**Course of Action Response to
Distinguished Educator's
Report of 1/8/18**

*Regina Armstrong
Acting Superintendent of Schools
February 1, 2018*

HEMPSTEAD BOARD OF EDUCATION

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Regina Armstrong
Acting Superintendent of Schools

Rodney Gilmore, Ed.D.
Associate Superintendent of Human Resources

James E. Clark
Associate Superintendent for Strategic Initiatives

Deborah DeLong
Assistant Superintendent for PPS

Lawrence Dobroff
Assistant Superintendent for Business & Operations

Ahunna Akoma, Ed.D.
Assistant Superintendent for Technology

COURSE OF ACTION

- I. **Governance**
 - a) Board of Education Training
 - b) Superintendent of Schools Training
 - c) Election Procedures

- II. **Budget and Fiscal Operations**
 - a) Forensic Audit Updates
 - b) Operational Procedures
 - c) Staff Training
 - d) Facilities Plan

- III. **School Safety and Security**
 - a) Code of Conduct
 - b) New Comprehensive School Safety Plan
 - c) School Climate Mission Statement
 - d) Restorative Justice
 - e) Training in practices proven to improve school safety and climate

- IV. **Facilities Management**
 - a) Facilities Assessment
 - b) Short-term Facilities
 - c) Five-Year Capital Facilities Plan

- V. **High School Instruction**
 - a) New School Comprehensive School Improvement Plan
 - b) Intervention Plan for Under credited Students

- VI. **PreK-8 Instruction**
 - a) Comprehensive School Improvement Plan
 - b) Aligned Pre K – 8 Content Area Curriculum

- VII. **Special Education**
 - a) Continue to implement current Action Plan under the guidance of RSE-TASC
 - b) Special Education Department and Business Office delineation of duties and responsibilities – STAC and Medicaid

- VIII. **English Language Learners**
 - a) Comply with the Corrective Action Plan

- IX. **Nutrition and Food Services**

- a) The District will receive technical assistance regarding the Child Nutrition Program

X. **Information Technology Infrastructure**

- a) Develop Comprehension Plan
- b) Smart Schools Bond Act Funding

**Hempstead School District's
Course of Action Response to
Distinguished Educator's
Report of 1/8/18**

Action Plan: Governance – Board of Education

<p>Goal: To provide ongoing training for the 5 board members focused on how to effectively execute their roles and responsibilities in a sound and transparent manner as demonstrated by adherence to the Board Policy and Education Law.</p>				
<p><u>Activities</u></p>	<p><u>Resources</u></p>	<p><u>Timeline</u></p>	<p><u>Who is Responsible?</u> <u>Who is Involved?</u></p>	<p><u>Monitoring Implementation</u></p>
<p>What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how they will be implemented immediately)</p>	<p>What are existing resources that can be used? What new resources can be used?</p>	<p>When will this activity begin and end?</p>	<p>Who will take primary responsibility? Who else needs to be involved?</p>	<p>What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?</p>
<ul style="list-style-type: none"> • Board of Education members will provide the District Clerk with a series of bi-weekly trainings needed to execute their duties; • District Clerk to contact NYSSBA to solicit consultant to train the Board of Education on Open Meeting Laws and other areas • The board will participate in a series of 2 - 3 hour trainings delivered by NYSSBA. 	<ul style="list-style-type: none"> • NYSSBA • District Policy – Section 2000 • District's attorney 	<ul style="list-style-type: none"> • Monday, Jan. 29, 2018; • Feb. 5, 2018 • Mar. _____, 2018 	<ul style="list-style-type: none"> • District Clerk • Each Board of Education Member 	<ul style="list-style-type: none"> • Minutes of trainings • Attendance at trainings • Adherence to Education Law on Open Meetings • Increase in the number of 5-0 votes

Action Plan: Governance – Superintendent of Schools

Goal: To provide ongoing training for Superintendent of Schools focused on how to effectively execute his role and responsibilities in a sound and transparent manner in order to improve working relationship with Board of Education and overall school improvement.

<p><u>Activities</u> What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how they will be implemented immediately)</p>	<p><u>Resources</u> What are existing resources that can be used? What new resources can be used?</p>	<p><u>Timeline</u> When will this activity begin and end?</p>	<p><u>Who is Responsible?</u> <u>Who is Involved?</u> Who will take primary responsibility? Who else needs to be involved?</p>	<p><u>Monitoring Implementation</u> What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?</p>
<ul style="list-style-type: none"> • Superintendent of Schools to research workshops and conference geared toward the roles and responsibilities of a superintendent; • Superintendent to contact NYSCCOS to solicit training opportunities on how to Open Meeting Law; • Superintendent will seek guidance from General Counsel on Board policies to ensure staff's actions are aligned with the mandates within; • The Superintendent will participate in as many trainings for the remainder of the school year in the areas of: board and superintendent's relationships; Governance; Education law, etc. 	<ul style="list-style-type: none"> • NYSSBA • District Policy – Section 2000 • District's attorney 	<ul style="list-style-type: none"> • Monday, Jan. 29, 2018; • Feb. 5, 2018 • Mar. _____, 2018 	<ul style="list-style-type: none"> • District Clerk • Each Board of Education Member 	<ul style="list-style-type: none"> • Agendas and attendance at conferences, workshops, and minutes

Action Plan: Governance – School Board Elections

Goal: To ensure the election process is conducted according to Education Law and District Policy.				
<u>Activities</u> What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how they will be implemented immediately)	<u>Resources</u> What are existing resources that can be used? What new resources can be used?	<u>Timeline</u> When will this activity begin and end?	<u>Who is Responsible? Who is Involved?</u> Who will take primary responsibility? Who else needs to be involved?	<u>Monitoring Implementation</u> What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?
<ul style="list-style-type: none"> • District Clerk to execute the duties as lead person election proceedings • District Clerk will reach out to Office of Attorney General and/or the NYSBBA to send a monitor to oversee the election process. • Ensure polling place is handicap accessible • Board of Registration to oversee voting and absentee ballot process (trained by Nassau County Board) • Election inspectors and clerks trained by BOLD systems and Nassau County of Board of Election 	<ul style="list-style-type: none"> • District Policy – Section 2012 - Election • District’s attorney • Nassau County Board of Elections 	<ul style="list-style-type: none"> • Mar. _____, 2018 – May 2018 	<ul style="list-style-type: none"> • District Clerk • General Counsel • Appointed Monitor • Maintenance Department 	<ul style="list-style-type: none"> • Postings indicate 45 days of election process • Publication in 3 local papers (Spanish and English) • Board of Registration oversee official count

Course of Action: Business and Operations

<p>Goal: To create a business and operational procedural process that will ensure corrective action plans are implemented and adhered to.</p>				
<p>Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)</p>	<p>Resources What are existing resources that can be used? What new resources can be used?</p>	<p>Timeline When will this activity begin and end?</p>	<p>Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?</p>	<p>Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?</p>
<p>Conduct an assessment of business and operations to determine reorganizational need priorities</p>	<ul style="list-style-type: none"> • Interviews with key staff personnel • Results from assessment 	<p>December 2017 – Jan. 12, 2018</p>	<ul style="list-style-type: none"> • Consultant from Nassau BOCES (no cost of district) • Larry Dobroff • Dr. Bierwirth 	<ul style="list-style-type: none"> • Assessment document • Bi-weekly updates during Cabinet meeting by L. Dobroff • Submission of documentation to Superintendent to support recommendations were implemented
<p>To hire additional staff: P/T Treasurer Two (2) Account Clerks Accountant Temporary Purchasing Agent</p>	<ul style="list-style-type: none"> • Utilize available resources in Budget Code A1310.161.22.1000 	<p>February 2018</p>	<ul style="list-style-type: none"> • Larry Dobroff with assistance from Brigid Villareale. • Dr. Gilmore to participate 	<ul style="list-style-type: none"> • Weekly update to be provided to Superintendent on the status of all hires – Medicaid, Payables/Attendance, Purchasing and Accountant

<ul style="list-style-type: none"> • Additional Training of all Business Office staff to that will enhance 	<ul style="list-style-type: none"> • Utilize Resources of various organizations – Nassau BOCES, National School Business Officials 	<p>February 2018 – April 2018</p>	<ul style="list-style-type: none"> • Larry Dobroff is responsible. Alvin McDaniel, Brigid Villareale and Larry Dobroff to participate in upcoming training seminars 	<ul style="list-style-type: none"> • Dates of trainings • Agendas • Conference Request forms • Updates at Cabinet meeting by Business Official
<ul style="list-style-type: none"> • Purchase Requisition 	<ul style="list-style-type: none"> • Utilizing both the IT department and Finance Manager for training 	<p>January 2018</p>	<ul style="list-style-type: none"> • Larry Dobroff, Brigid Villareale, Keith Halop and Dr. Akoma 	<ul style="list-style-type: none"> • Update during weekly Cabinet Meeting • Increase in the number of PO being created and paid in a timely manner
<ul style="list-style-type: none"> • Creation of Budget for 2018 – 2019 with input from building leadership and community 	<ul style="list-style-type: none"> • Meeting with building principals to determine priority items/resources • Meeting with various department heads for input • Public Work Sessions • Budget Hearing • BOE Approval • Public Approval 	<ul style="list-style-type: none"> • October 2018 • Draft to BOE – February 15, 2018 • Adoption of Budget by April 20th • Public Vote May 15, 2018 	<ul style="list-style-type: none"> • Larry Dobroff • Superintendent of Schools 	<ul style="list-style-type: none"> • Calendar of events • Postings • Minutes from Cabinet and BOE meetings •
<ul style="list-style-type: none"> • Creation of a Business Office procedural manual to ensure there is a system in place aligned with our fiduciary responsibility and day to day operations 	<ul style="list-style-type: none"> • Previous Business Operational Manuals • Business Office Staff Expertise's • BOCES Assessments 	<p>March – June 2018</p>	<ul style="list-style-type: none"> • Larry Dobroff • Bridgett Villareale • Assistance from Technology Department 	<ul style="list-style-type: none"> • Updates at weekly Cabinet meetings • Completed manual

Course of Action: School Safety and Security – Safe Schools

Goal: To achieve 100% Identification of all secondary students in order to mitigate the incidences of unauthorized students entering our buildings and disrupting the school day				
ACTIVITIES	RESOURCES	TIMELINE	WHO IS RESPONSIBLE	MONITORING IMPLEMENTATION
<ul style="list-style-type: none"> • All secondary students will be administered an identification card with proximity rights for the 2018-19 school year • Upgrade district's camera system • Hire a 24 hour Dispatcher • Rewiring and alarming exit doors with motion detecting that triggers both verbal and noise warning systems 	<ul style="list-style-type: none"> • IT Department 	<ul style="list-style-type: none"> • Summer of 2018 through October 31st 2018 (pending BOE approval and funding) 	<ul style="list-style-type: none"> • Attendance teachers • Main Office • Guidance Department 	<ul style="list-style-type: none"> • Building Administration/ Designee • Security Director

Course of Action: School Safety and Security – Security Roles and Responsibilities

Goal: Provide a safer and more secure environment for students, staff and visitors, as well as a more conducive environment for learning				
ACTIVITIES	RESOURCES	TIMELINE	WHO IS RESPONSIBLE	MONITORING IMPLEMENTATION
<ul style="list-style-type: none"> • Create a Security Manual detailing duties and responsibilities of staff • Hiring and training of new Safety Officers; • Training & retraining of existing Safety Officers, such as CPR & Defibrillator Training, and Gangs/Weapons; • Purchasing of appropriate new vehicles to be used for district patrol • Equipping each officer with the tools necessary to perform their duties, such as uniforms, radios, flashlights (night crews) 	<ul style="list-style-type: none"> • Current Security Manual • IT Department; BOCES • FEMA • Other Security firms/consultants 	<ul style="list-style-type: none"> • 2/2/18 – 4/1/18 • January of 2018; • Week of June 26, 2018, and as needed 	<ul style="list-style-type: none"> • Security Director • Personnel Director • Business Office/Accounts Payable 	<ul style="list-style-type: none"> • Weekly reports from IT at Cabinet meetings • Report to BOE at April’s board meeting • Purchase Orders • Personnel Dockets

Course of Action: School Safety and Security – Code of Conduct

Goal: To upgrade the district’s Code of Conduct Put mechanisms in place to help diminish the occurrence of violations to the code of conduct by students, staff and visitors

ACTIVITIES	RESOURCES	TIMELINE	WHO IS RESPONSIBLE	MONITORING IMPLEMENTATION
<ul style="list-style-type: none"> • Update district’s current Code of Conduct • Update comprehensive student attendance policy with emphasis on truancy • Corrective Action steps for violators of the Code of Conduct • Students receive workshops on the Code of Conduct 	<ul style="list-style-type: none"> • Current Code of Conduct • District’s Polices • Education Law • General Council 	<ul style="list-style-type: none"> • Feb. 5, 2018 – March 31, 2018 	<ul style="list-style-type: none"> • Central Administration • Building Administration • Security Director/Department 	<ul style="list-style-type: none"> • Weekly updates at Cabinet Meetings • Presentation at Board of Education Meetings in April • Committee sign-in sheets, agenda, and minutes

Course of Action: School Safety and Security – Restorative Justice

<p>Goals:</p> <ul style="list-style-type: none"> • Accountability: Restorative justice strategies provide opportunities for wrongdoers to be accountable to those they have harmed, and enable them to repair the harm they caused to the extent possible. • Community Safety: Restorative Justice recognizes the need to keep the community safe through strategies that build relationships and empower the community to take responsibility for the wellbeing of its members. • Competency Development: Restorative Justice Strategies increase the pro social skills of those who have harmed others, address the underlying factors that lead youth to engage in delinquent behavior, and build on strengths in each young person 				
<p>Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)</p>	<p>Resources What are existing resources that can be used? What new resources can be used?</p>	<p>Timeline When will this activity begin and end?</p>	<p>Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?</p>	<p>Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?</p>
<ul style="list-style-type: none"> • Train social workers, school psychologist, guidance counselors, teachers and administrators to be an expert team in restorative practices in all district schools order to model, conduct restorative practices. Restorative practices information webinar. • Train student on Restorative Circles 	<ul style="list-style-type: none"> • Webinar on restorative practices. • Board approved funding • Gang intervention and 	<ul style="list-style-type: none"> • May 2018 to May 2020 	<ul style="list-style-type: none"> • District Administrators, Social Workers, School Psychologists, guidance counselors 	<ul style="list-style-type: none"> • Plate to Plaque Monitoring System-when one of the 11 essential elements is the focus of the professional development it is considered on the plate • When all appropriate staff members develop proficiency with an element on the plate, the element moves to the plaque • The plaque is displayed to document staff proficiency as it is achieved with each element

<ul style="list-style-type: none"> • Work collaboratively with community; reestablishing PTO/PTA and discuss restorative practice, establish partnerships with community members to volunteer with students who are at-risk. Involve community partners in social emotional aspect which will promote learning and achieving academic goals. • Community space in each building 	<ul style="list-style-type: none"> • Teacher volunteers, parent volunteers, community volunteers • Space in each building • Board approval • Partnerships with Home Depot, Hofstra, Junior Achievement, Chase, LICM, Molloy, Adelphi, Bank of America, NEFCU. Hispanic Civic Association, Hispanic Counseling, Youth Advisory Council, Youth Advisory, Police 	<ul style="list-style-type: none"> • May 2018 to May 2020 	<ul style="list-style-type: none"> • District Family Community Engagement Committee • Teacher Advisor per building • PTO/PTA Cabinet • Administration (School and District) 	<ul style="list-style-type: none"> • Sign in sheets and meeting minutes • Contracts with partners • Student monthly meetings with sign-in • Maps of community spaces in schools
<ul style="list-style-type: none"> • Create a district-wide data dashboard that can be used by school data teams-dashboard should include academic red flags, behavior, attendance, grades, RTI 	<ul style="list-style-type: none"> • Time allocation to do the work • RTI training in all schools • Technology Training 	<ul style="list-style-type: none"> • Immediately • Monthly meetings 	<ul style="list-style-type: none"> • Data/RTI teams, school psychologists • Social workers • Administrators • Grade level leaders • Department chairs • PTO/PTA parent representation 	<ul style="list-style-type: none"> • Signs in sheets • Data binders • Meeting minutes • Monthly dashboard update •

Action Plan: School Safety and Security - Superintendent's Hearings

Goal: Clarify procedures to assure consistency and adherence to regulations regarding Superintendent's Suspension and Hearings				
Activities	Resources	Timeline	Who is Responsible? Who is Involved?	Monitoring Implementation
<ul style="list-style-type: none"> Establish written procedures for referrals and processing thereof 	<ul style="list-style-type: none"> Legal mandates and state regulations 	<p>2 – 15 -18 To 2-28-18</p>	<p>Assistant Superintendent Pupil Personnel Services</p>	<ul style="list-style-type: none"> Initial document will be approved by superintendent and reviewed by assistant superintendent at the commencement of each school year
<ul style="list-style-type: none"> All involved parties will be trained regarding procedures 	<ul style="list-style-type: none"> New Training Manual Workshop Leader (BOCES) 	<p>3-19-18 Distribute 4-9-18 through 4-13-18 Training</p>	<p>Assistant Superintendent Pupil Personnel Services</p>	<ul style="list-style-type: none"> Evaluate quality and appropriateness of referrals per established chart

Action Plan: School Safety and Security – Attendance Policy and Accountability

Goal: Clarify Attendance Teachers' and Attendance Aide's Responsibilities				
Activities	Resources	Timeline	Who is Responsible? Who is Involved?	Monitoring Implementation
<ul style="list-style-type: none"> Update written job description of roles and responsibilities Update Students' Attendance Policy Presentation to Administrators Regarding Roles Monthly Meetings 	<ul style="list-style-type: none"> State guidelines Survey of other school districts Existing descriptions Internal and external presenters 	<p>5 -20 -18 To 6-20-18</p>	<p>Assistant Superintendent Pupil Personnel Services</p>	<ul style="list-style-type: none"> Initial document will be approved by superintendent and reviewed by assistant superintendent at the commencement of each school year Attendance at sessions Monthly logs and summary of meetings

Course of Action: Business Office – Facilities

Goal: To create a facilities plan inclusive of a 5-year capital plan that will improve all school facilities within the district.				
Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)	Resources What are existing resources that can be used? What new resources can be used?	Timeline When will this activity begin and end?	Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?	Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?
<ul style="list-style-type: none"> To conduct an assessment of all district facilities for continuous improvement to inform planning while correcting current deficiencies 	<ul style="list-style-type: none"> NYS School Facilities Association (FSA) BOCES 	<ul style="list-style-type: none"> Jan. 19 – 30, 2018 Feb. 15, 2018 	<ul style="list-style-type: none"> SFA Tim Gregg Larry Dobroff 	<ul style="list-style-type: none"> SFA Assessment Work Orders Invoices Assignment of work logs
<ul style="list-style-type: none"> Facilities assessment will be used to determine high priority needs and use the information to begin to upgrade, repair, and beautify all school facilities. 	<ul style="list-style-type: none"> FSA Assessment School Dude 	<ul style="list-style-type: none"> Feb. 2, 2018 until all areas are addressed 	<ul style="list-style-type: none"> Tim Gregg Larry Dobroff 	<ul style="list-style-type: none"> Work Orders Invoices Assignment of work logs
<ul style="list-style-type: none"> To create a 5-year Capital Plan that includes the rebuilding of Rhodes School and eventual removal of all portables throughout the district 	<ul style="list-style-type: none"> Plans from BBS Input from community 	<ul style="list-style-type: none"> January 2018 - until 	<ul style="list-style-type: none"> Regina Armstrong Larry Dobroff 	<ul style="list-style-type: none"> Community passing of Bond Monthly update of project at BOE meetings

Course of Action: Hempstead High School - Effective Implementation of School Improvement

<p>Goal: Increase the overall graduation rate and the number of students earning regents diplomas by 5-10% annually; reduce the number of students below grade level in ELA and mathematics 5% annually; and Implement interventions/alternative pathways to address overaged/under-credited students.</p>				
<p>Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)</p>	<p>Resources What are existing resources that can be used? What new resources can be used?</p>	<p>Timeline When will this activity begin and end?</p>	<p>Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?</p>	<p>Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?</p>
<ul style="list-style-type: none"> Review, Revise and Update School Improvement Plan 	<ul style="list-style-type: none"> SIG PSSG CSG 	<p>Feb. 2- May 1, 2018</p>	<ul style="list-style-type: none"> Building Principal School Leadership Team CET 	<ul style="list-style-type: none"> Quarterly Reports Monthly CET Meetings
<ul style="list-style-type: none"> Engage Stakeholders in the process of continued school improvement. This will be done through focus groups, town-hall meetings, and parent workshops. 	<ul style="list-style-type: none"> 'SIG PSSG CSG' 	<p>Feb. 2- June 30,2018</p>	<ul style="list-style-type: none"> Administration CET 	<ul style="list-style-type: none"> Meeting Agendas Sign in sheets Minutes
<ul style="list-style-type: none"> Increase capacity of instructional staff to teach <u>CCLS</u> in all content even through Embedded Professional Development. 	<ul style="list-style-type: none"> SIG PSSG School Leadership 	<p>Feb. 2- June 30,2018</p>	<ul style="list-style-type: none"> School Leadership School Administration 	<ul style="list-style-type: none"> Meeting Agendas Sign in sheets Minutes

Course of Action: Pre K – 8 Instruction

Goal: To develop a new Pre K – 8 comprehensive school improvement plan.				
Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)	Resources What are existing resources that can be used? What new resources can be used?	Timeline When will this activity begin and end?	Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?	Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?
Formulate PK-8 instructional committee	N/A	1/24/18	R. Armstrong	J. Bierwirth
Assess curriculum/instructional programs and staff professional development needs <ul style="list-style-type: none"> • Instructional committee will design survey • Teachers will complete a district wide survey on instructional programs 	Office 365 survey feature for the district	<ul style="list-style-type: none"> • Survey drafted by 2/6/18 • Survey administered and completed by 2/16/18 (goal of 80% or higher participation rate) 	<ul style="list-style-type: none"> • Instructional committee will design and administer survey with support from district principals 	Instructional Committee Members

<p>Draft a district-wide comprehensive curricular, programmatic and instructional framework for all learners</p> <ul style="list-style-type: none"> • Create a strategic plan for completing the framework (i.e. subcommittee formation, audit of current resources, school budgets, program implementation districtwide) • Review and consider current/desired curricular and instructional initiatives (IB program, Tri State Consortium, Dual Language program, etc.) that will guide the framework 	<p>Tri-State Consortium IB Program Nassau BOCES Hofstra University Adelphi University</p>	<p>Start Date -2 /2/18 Completion – 3/1/18</p>	<p>Instructional committee Oversight</p> <ul style="list-style-type: none"> • All district directors • School Principals • Content area sub-committees (TBD) 	<p>J. Bierwirth R. Armstrong Instructional Committee Members</p>
<p>Creation of a Pre K – 8 content area (ELA, Math, Science, and Social Studies) horizontal and vertical aligned curriculum</p>	<p>Existing Curricular and Scope and Sequence Incorporation of New generation standards for different content areas</p>	<p>Start Date – 2/26/18 End Date – 4/27/18</p>	<p>Instructional committee Oversight</p> <ul style="list-style-type: none"> • All district directors • School Principals • Content area sub-committees (TBD) 	<p>J. Bierwirth R. Armstrong Instructional Committee Members</p>

Course of Action: Special Education

Goal: To implement the strategies and goals of the Action Plan to Resolve Ongoing Non-compliance (APRON) by June 30, 2018.				
Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)	Resources What are existing resources that can be used? What new resources can be used?	Timeline When will this activity begin and end?	Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?	Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?
<ul style="list-style-type: none"> • See APRON 	<ul style="list-style-type: none"> • RSE – TASC • Discipline Manual 	<ul style="list-style-type: none"> • 2016 – 17 through 2017 - 2018 	<ul style="list-style-type: none"> • Director of Special Education 	<ul style="list-style-type: none"> • PD Schedule • Agendas, Minutes, Attendance Sheets • Letters from SED confirming compliance in various areas

Course of Action: Bilingual/English Language Learners

Goal: To continue implementing the State approved Corrective Action Plan through the 2018-2019 School Year				
Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)	Resources What are existing resources that can be used? What new resources can be used?	Timeline When will this activity begin and end?	Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?	Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?
<ul style="list-style-type: none"> • See Corrective Action Plan 	<ul style="list-style-type: none"> • Professional Development Plan • RBERNS 	2016-2019	<ul style="list-style-type: none"> • Ms. Armstrong • Mrs. Lovett 	<ul style="list-style-type: none"> • Quarterly Reports

Course of Action: Food and Nutrition

Goal: To establish a committee to assess and review district's current food and nutrition program and make suggestions as to improve the quality and consistency meals.				
Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)	Resources What are existing resources that can be used? What new resources can be used?	Timeline When will this activity begin and end?	Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?	Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?
<ul style="list-style-type: none"> • Create a citizen's committee composed of different stakeholders, inclusive of students and nutrition experts 	<ul style="list-style-type: none"> • Lunch and Breakfast menus 	April 2018	<ul style="list-style-type: none"> • Director of Food Services • Committee 	<ul style="list-style-type: none"> • Monthly reports to Superintendent • Agendas, minutes, and sign-in sheets from committee meetings
<ul style="list-style-type: none"> • Solicit the assistance of the NYS School Lunch Program to provide an assessment of the district's current food program 	<ul style="list-style-type: none"> • Past audit assessments reports from NYS 	April 2018	<ul style="list-style-type: none"> • NYS School Lunch Program 	<ul style="list-style-type: none"> • NYS School Lunch Program Assessment

Course of Action: Information Technology Infrastructure

Goal: To provide a technology plan that will include improvements in the District’s infrastructure, classroom technology, instructional tools, and professional development for teachers in the use of such tools to promote collaboration among students in an active learning environment.				
Activities What actions will occur? What steps will staff take? (Provide sufficient detail so that the reader will understand the purpose of activities and how it will be implemented during the 18 - 19 school year)	Resources What are existing resources that can be used? What new resources can be used?	Timeline When will this activity begin and end?	Who is Responsible? Who is Involved? Who will take primary responsibility? Who else needs to be involved?	Monitoring Implementation What evidence will be gathered on an ongoing basis to document successful implementation of this activity/plan?
<ul style="list-style-type: none"> • Conduct a District-wide needs assessment for continuous improvement to inform planning while correcting current deficiencies in technology systems and procedures. 	<ul style="list-style-type: none"> • District staff and technology committee, BOCES, Vendor partners 	March 2018	<ul style="list-style-type: none"> • Assistant Supt. Technology • Tech Committee • District Leaders • Nassau BOCES • Selected Vendors 	<ul style="list-style-type: none"> • New and improved systems implemented • Feedback from Teachers, students, parents and staff of the community
<ul style="list-style-type: none"> • Develop and submit a multi-year plan for technology. 	<ul style="list-style-type: none"> • District staff and technology committee, BOCES, Vendor partners 	June 2018	<ul style="list-style-type: none"> • Assistant Supt. Technology • Tech Committee • District Leaders • Nassau BOCES • Selected Vendors 	<ul style="list-style-type: none"> • Action Plan Document • New and improved systems implemented • Walk-through of classrooms • Feedback from Teachers, students, parents and staff of the community
<ul style="list-style-type: none"> • Develop and submit a Smart Schools Investment Plan for expending the District’s allocation. This will include engagement of the stakeholders and non-public schools. 	<ul style="list-style-type: none"> • District staff and technology committee, BOCES, Vendor partners 	May 2018	<ul style="list-style-type: none"> • Assistant Supt. Technology • Tech Committee • District Leaders • Nassau BOCES • Selected Vendors 	<ul style="list-style-type: none"> • Action Plan Document • New and improved systems implemented • Walk-through of classrooms • Feedback from Teachers, students, parents and staff of the community