



Annual Meeting – April 6, 2016

REPORT FROM THE BOARD PRESIDENT

Lisa Israel

On behalf of the Eastern Suffolk BOCES Board, welcome to the agency's 23rd Annual Meeting. As we complete the seventh 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.

INTERIM DISTRICT SUPERINTENDENT

Commissioner's Representative in the Region

- Facilitated visits and meetings in the region with the Commissioner.

Communication

- Communicated State Education Department issues and priorities, including the Regents Reform Agenda, to Cabinet, Administrative Council, superintendent clusters, and boards of education.

Integrity Officer's Work

- Assisted local school districts in the investigation of testing irregularities.
- Coordinated communication between the State Education Department's Test Security Unit on issues related to testing irregularities, including the completion of multiple Corrective Action Plans.
- Supported the integrity of all NYS exams in grades 3-12.

Liaison between SED and the Region

- Worked to solve communication problems, eliminate bureaucratic obstacles.

CHIEF OPERATING OFFICER

Internal Communications and Coordination

- Continued work with Cabinet and members of the Administrative Council to oversee the implementation of the Eastern Suffolk BOCES Strategic Plan.
- Continue to support the agency-wide "Bright Ideas" initiative as an avenue for engaging staff in ideas for improving the workplace.
- Worked with the Employee Assistance Program Local Committee to implement initiatives regarding communication
- Supported the expanded reach of the Office of Communications into social media outlets such as Facebook, Twitter, and LinkedIn.
- Continued ongoing visitations to buildings to present on ESBOCES initiatives and reaffirming the ESBOCES Agency Beliefs.

ESBOCES Budget

- Worked with Administrative Council members to develop, review, adjust, and share the Eastern Suffolk BOCES budgets with all stakeholders.

Leadership Team Transition and Professional Development

- Worked with the NYS Education Department and the Eastern Suffolk BOCES Board to develop a transition plan for the vacated District Superintendent position.
- Worked with the Cabinet to implement ongoing professional development for Administrative Council and other agency leaders.
- Worked with the Associate Superintendent for Management Services to successfully transition multiple key staff in the Management Services Division.
- Implemented leadership development activities with Administrative Council.

Office of Planning and Program Improvement (OPPI)

- Continued implementing the Middle States Association accreditation and re-accreditation protocols.
- Worked to support the Employee Assistance Program's service to 31 districts, one municipality, two agencies, and 47 libraries.
- Supervised the Student Assistance Services programs to 11 districts and two BOCES sites.
- Supported the work of over 33 million dollars of specially funded projects.

Federal and State School Support Initiatives

- Supervised the work of the Family Education Outreach Programs in which they provided tutoring assistance and advocacy services to migrant and temporarily housed children and youth in over 30 districts in the Long Island/Metropolitan area through numerous grants that expanded the scope of the region's services.
- Supported the work of the Long Island Regional Bilingual Education Resource Network, Nassau and Suffolk NCLB Title III Consortia, and the Intensive Teacher Institute in Bilingual Special Education. These programs serve all of the school districts on Long Island.
- Supervised the Regional Special Education-Technical Assistance Support Center as they established standing as the foremost experts in the region on improving outcomes for students with disabilities.

Post-Secondary Partnerships

- Maintained a partnership with the local colleges/universities to collaborate on various initiatives.

Regional Advocacy

- Continued to work with the Long Island Education Coalition and the Suffolk County School Superintendents Association (SCSSA) to advocate for public education through research and the development of resources and reports.
- Co-chaired the SCSSA Legislative Committee which worked to develop legislative priorities, communicate with elected officials, and develop various legislative resources for use within the region.
- Provided regional presentations on school funding, Long Island education results, the Long Island Education Coalition Budget Impact Survey, and various other presentations regarding Long Island educational outcomes and demographics.
- 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.

Support to Superintendents

- Visited Superintendents new to their position to develop relationships and provide a connection for them.
- Held Chief School Administrators' meetings three times per year.
- Participated in the New Superintendents' Collegial Circle program.
- Attended cluster meetings to update Superintendents on SED information.

EDUCATIONAL SERVICES DIVISION

Career, Technical and Adult Education (CTE)

- The Regional STEM High School of Engineering and Applied Science opened its doors at BTC on September 3, 2014. This full-day program offers students contextualized academics, and rigorous Advanced Placement and Regents level coursework with an engineering focus. A second cohort began in 2015, tripling enrollment of the first cohort.
- Received an additional \$100,000 grant through Senator LaValle's office to assist with STEM High School expenses.
- Enrollment trends in CTE remained steady for the 2015-16 school year. A new average enrollment tuition model, starting with the 2016-17 school year, will support districts with a consistent budget model for CTE students.
- Renovations took place at the Islip, Brookhaven, and Riverhead campuses including the following:
 - BTC - LGI expansion; STEM High School classrooms added so that each discipline has appropriate facilities; Certified Personal Trainer relocated to better mirror a working fitness center.
 - ICC - A new Graphic Arts classroom was created.
 - MTC - Law Enforcement classroom was updated with new flooring, college seating, and electric upgrades; HVAC expanded to accommodate growing enrollment.
 - WTC - HVAC classroom was created for the new offering on the East End.
- Special Career Education (SCE) graduated its second Project SEARCH cohort. Long Island Project SEARCH earns an employment outcome award for 87% of the first cohort retaining employment.
- SCE enrollment continued to increase in response to the new Career Development Occupational Studies (CDOS) Credential implementation.
- Incarcerated Education continued to infuse CTE courses to contextualize learning and provide technical skills to inmates and youth on probation. Collaboration with the Sheriff's office and Judge Camacho's Felony Youth Court continued to expand.
- A Barbering/Cosmetology Prep class was opened at Centereach Academic Center to ensure a CDOS Credential for students in that program.
- The first In-District CTE is running at Hauppauge High School. A Cosmetology lab was moved from MTC as well as a .5 teacher to support this class.
- Students and staff continued to practice the skills taught in our classrooms and shops in the community. Our students then use the skills they learn to support the community by completing various community service projects in the region.
- Adult CTE courses continued to be added to meet the demands of the community; i.e., commercial driving, transit career training, dialysis technician, esthetician, and aviation ground school training.
- Our Literacy Zone initiative continued to expand the number of partners to provide multiple pathways out of poverty in the Riverhead community. Collaboration with the Carol Pufahl Foundation and Dolly Parton's Imagination Library has made book delivery possible to begin in the Literacy Zone to all children between birth and 5 years of age.
- Relationships continued to grow between districts, ESBOCES, and BOCES, regionally and statewide.
- NYSED's focus on the importance of CTE through the development of pathways, graduation options, and Regents equivalents puts greater emphasis on CTE in the region.
- Businesses, school districts, higher education, and community organizations provided ongoing support for the continued development of our Regional STEM High School focused on engineering.
- Financial aid was offered to Cosmetology adult students for the first time.

- Wrote and was awarded the CareerMap Long Island Grant from the Long Island Community Foundation to develop in-demand career pathway blueprints for students and adults on Long Island.
- Our Health Science program established a Nursing Simulation Lab for use by both our Adult and Secondary Health Science students to use. This lab is designed to give our Practical Nursing, Nurse Assisting, and Clinical Medical Assisting students a hands-on simulated clinical experience. The goal of the lab is to better equip students with the interpersonal and technical skills required by all health care professionals when caring for patients.

Department of Special Education

- Continued our work to enhance curriculum through the implementation of innovative programs such as Keeping Learning on Track (KLT), Unique Learning Systems (ULS), and Teacher Learning Communities (TLC). Content teachers in our secondary programs have been meeting to ensure alignment with our KLT model. This has been very successful in improving instructional practices.
- Continued our initiative to support the implementation of iPads to promote 21st century learning. We are currently working with a self-made program that allows for each student to access applications specific to their functioning level, along with Nearpod, a magical educational application that provides our students with amazing, unique learning experiences.
- As we continue to move forward with 21st century learning, we are in the process of piloting innovative classroom setup and furniture installations. At our Sayville Academic Center Program at Seneca Middle School, our staff is piloting the use of bean bag chairs, carpet mats and tables to help students access their education within a 21st century environment. Through discussions with our Shared Decision-Making Committees, we are going to be expanding our innovative classroom setup with additional purchases, which includes standing computer desks. We are hopeful that integrating such practices will spark student interest and increase learning.
- We continued to support our component school districts through expanding the provision of regional programs. This year, we added an ENL Program at our Regional Alternative High School Program at Islip Academic Center, which services students from the Central Islip School District. We continued to offer this service at our East End Alternative High School Program located at the H.B. Ward Technical Center. This program services English Language Learners (ELLs) from East End school districts.
- Worked with ESBOCES Regional Transportation to train some staff members to become licensed bus drivers. This has afforded our students the ability to increase their community education outings consistent with the requirements of the Skills and Achievement Commencement Credential (SACC) and the CDOS Credential.
- This September, we realigned some of our classes in order to access more classroom space at the Bellport Academic Center. Despite this realignment, the increasing enrollment at the high school level for students with psychiatric concerns has required us to acquire additional space. This December, we secured space in the South Country School District at the South Haven facility. Bellport Academic Center has four additional classes housed at South Haven.
- We continued to work with our component school districts to gain included space, when available and appropriate, for the students we serve.
- Coordinated a Transition Fair for special education students in our region.
- Supported the continuation of our program-wide Anti-Bullying Program through the use of the Olweus Prevention Curriculum.
- We are working to ensure that all aspects of the Dignity for All Students Act (DASA) are fully implemented and consistent throughout the department.
- Continued to centralize our hiring committee for teachers to ensure we are hiring the utmost qualified candidates. In addition, implemented bimonthly meetings to review progress of new teachers.
- We are currently working with Math and ELA Consultants to create curriculum maps, and streamline our resources to align with student profiles.

- Provided training for developmental teachers who work with students on the autism spectrum, so that they will be able to utilize an electronic program that transforms the paper copies of their Picture Exchange System (PECS) into an electronic format.
- For the second summer, we will administer August Regents in the Special Education Summer Services Program. This will allow our students one more opportunity to successfully pass the state assessments.

Education and Information Support Services (EISS)

- Arts-in-Education continues to work with the New York State Education Department on the strategic plan for adapting the new National Arts Standards to update the current NYS Learning Standards for the Arts and for disseminating information on the Alternative Pathways to Graduation through the Arts.
- Arts-in-Education is implementing the four-year multi-million dollar grant from the United States Department of Education for their Arts Education Model Development and Dissemination initiative with Patchogue-Medford and South Huntington School Districts.
- Curriculum and Assessment Services has been working closely in collaboration with the Regional Information Center and Student Data Services to implement the new computer-based New York State Alternate Assessment for English Language Arts and mathematics to our component school districts.
- The Model Schools Program continues to support school districts and ESBOCES with their increasing instructional technology needs.
- The Model Schools Program is working in conjunction with the Regional Information Center to assist our component districts with the new requirements from NYSED for the Instructional Technology Plan survey.
- The Summer Enrichment Program continues to grow. Participating districts are enhancing their program with various components such as incorporating ESL students into the 6-week program, adding Reading for All, additional field trip opportunities, and expanding the grade levels to include grades 7, 8 and 9.
- The Professional Development Program continues to provide agency and school district support by coordinating workshops and in-district training geared towards helping our English Language Learner students achieve success. We also provided training in Social Studies inquiries, Response to Intervention, and creating assessments.
- As a New York State Education Department approved provider, the Professional Development Program offered nine Dignity for All Students Act (DASA) six-hour certification workshops, serving almost 500 educators.
- For 2015-16, the Professional Development Program began offering “Cultural Competency” workshops which incorporated parts of the New York State’s Dignity Act work. These workshops provide strategies for communicating and working with culturally diverse students and families, as well as the LGBT community. The workshops also address topics of anti-bullying, discrimination, and harassment.
- The Professional Development Program began organizing “cluster professional development” opportunities for districts to partner together to share in the cost of professional development that might have otherwise been too costly. For example, this year we had two cluster groups working with the Center for Applied Linguistics (CAL) to provide teachers with the tools and strategies to assist our English Language Learner students achieve success. Hampton Bays partnered with Westhampton Beach, while Islip partnered with East Islip. Additionally, Mattituck-Cutchogue, Southampton, and West Islip partnered together to work with Learner Centered Initiatives to continue the work from the Teaching is The Core Grant.
- The School Library System (SLS) continued to offer professional development through the Library Leadership Academy and quarterly SLS Liaison meetings for school librarians in support of the Common Core State Standards.

- The School Library System expanded its offerings through the Virtual Reference Collection to include ebooks in the Rosen Learning Center and an image database through Britannica Online (ImageQuest).
- Student Data Services began the implementation of a major agreement with the New York City Department of Education to provide data warehousing and customer service support related to required NYS accountability data reporting for 205 charter schools in New York City during the 2015-2016 school year.
- Student Data Services continued to expand the Medicaid Reimbursement Support Service to assist districts with maintaining accurate, compliant records, in order to receive appropriate reimbursement for services provided.
- Student Data Services continued to provide extensive support to district customers regarding NYS data reporting requirements, processing of NYS assessments and Regents exams, student management and special education data systems, and third party assessment tools, and has begun supporting the State Education Department's Computer Based Testing initiative in cooperation with the Regional Information Center.

Regional Information Center (RIC)

- Utilized as a knowledge-resource for component districts.
- Provided technology services to school districts in the areas of LAN/WAN support and security and surveillance.
- Upgraded RIC Network Operations Center to increase efficiencies, capitalize on economies of scale, and allow for growth.
- Offered one-time and multi-year instructional and administrative technology acquisitions.
- Created new services for component school districts such as tiered support for Google Apps for Education and Microsoft Office 365 and a secure email service.
- Provided instructional and administrative technology support to 136 districts across New York State.
- Continued to support Finance Manager districts with increasing data collection requirements and positioned districts for successful nVision upgrades.
- Collaborated with other RICs/BOCES to further develop and/or support New York statewide initiatives such as data privacy and security as well as computer-based testing.

DEPARTMENT OF HUMAN RESOURCES

Human Resources

- Supported the recruitment and hiring of 25 administrators, 105 teachers, and 143 paraprofessionals in 2014/2015.
- Continued to support the expansion of a successful Succession Planning Program and the embedding of related workshops into the existing agency structure, resulting in increased professional development opportunities through ESBOCES Education and Information Support Services.
- Successfully negotiated three additional Collective Bargaining Agreements, resulting in seven bargaining units with settled contracts.
- Successfully negotiated a cost-effective solution for ACA compliance and IRS reporting.
- Monitored employee records to maintain ACA compliance status.
- Continued to offer an agency health fair and an agency financial planning workshop.
- Offered two regional workshops to provide component school districts with timely updates related to APPR regulations and changes in State Education Law §3012-c and §3012-d.
- Planned and implemented regular meetings with component school district Human Resources officials to provide support for all Human Resources initiatives and requirements.
- Offered professional development to Personnel Administrators Council members from 53 Long Island school districts.

- Developed, with State approval, a cooperative service to provide districts with personnel administrative support.
- Coordinated Employee Awards Program.
- Coordinated New Employee Orientations.

MANAGEMENT SERVICES DIVISION

Administrative Services

- Welcomed new Manager of Administrative Services.
- Welcomed Substitute Services under the umbrella of Administrative Services.
- Supported school districts in the distribution of additional Regents, Regents Competency Tests, science, ELA, and math assessment tests. Since April 2015, over 5,600 tests have been distributed to 17 school districts.

Capital Asset Management (CAM)

- Since July 1, 2015, the Auction Services Program has sold over \$7,500 worth of surplus equipment and vehicles for Eastern Suffolk BOCES and our component school districts.
- Completed full building inventories at Jefferson Academic Center, Masera Learning Center, Bellport Academic Center, and Gary D. Bixhorn Technical Center.
- Assisted with various moves throughout the agency including the Premm Learning Center at West Middle Island Elementary School and Longwood Middle School to Premm Learning Center at Merrimac Elementary School, classrooms at Sayville Academic Center to Sayville Academic Center at Seneca Middle School, Brookhaven Learning Center at Hauppauge to Brookhaven Learning Center, and Phoenix House to Centereach Academic Center.
- Managed over 3,400 of the agency's record retention boxes.

Cooperative Bidding Program

- Created new bids for SmartBoard Maintenance and Repair, Medical Insurance Consultant-Affordable Care Act, and Concrete, Asphalt and Related Site Work Improvements.
- Continued to work with school districts to define and enhance specifications utilizing school district committees for custodial supplies, arts and crafts supplies, musical instrument repairs, microcomputer, peripherals and software, and physical education, athletic, and first aid supplies.

Facilities and Security

- Developed a plan to meet the New York State legislation pertaining to the installation of carbon monoxide sensors in all areas with open flames per regulations.
- Completed Phase II of the Security Project's initiatives which includes additional security cameras, direct connection with the Suffolk County Police Department, and new security vestibules.
- Analyzed the New York Power Authority's K-Solar Program for generating "green power" at a cost savings.
- Created a program for the maintenance of the cooling towers to comply with the Department of Health's regulations for Legionella.
- Conducted machine safety inspections to help ensure the safety of Eastern Suffolk BOCES staff as well as its students.
- Expanded training for staff to maximize efficiencies within building systems.
- Developed plans to meet the needs of our academic and support programs' space requirements.

Leases

- Successfully negotiated an extension of the lease at the Premm Learning Center, which will save the agency \$584,799 in rent and \$425,283.80 in bond costs over the next 10 years.

Media/Community Relations Services (MCRS)

- The Media/Community Relations Service continues to provide a variety of aid-eligible services that improve school district communication to parents, students, and the community about the district's programs, services, and accomplishments. These services assist school districts in advancing education through effective communication.
- Beginning with the 2015-16 school year, school districts from Nassau County were offered this service through Nassau BOCES. Eastern Suffolk BOCES continues to serve 22 districts located in Suffolk County and five upstate districts.

Nonpublic Textbooks

- Continued to support all eastern and western Suffolk school districts in nonpublic textbook distribution. Over 14,000 students in the county receive textbooks through the program.

Office of Communications and Research (OCR)

- Facilitated the migration of the ESBOCES printed calendar to an electronic calendar available on the website.
- Provided ongoing guidance to staff on the establishment and use of agency affiliated social media sites.
- The Graphics Department developed a new logo and brand for our Regional Information Center.
- At the request of the local Employee Assistance Program, the Office of Research developed and administered a workplace survey to assist with measuring the effectiveness of recent initiatives to improve communication and to gather suggestions for continued improvement.
- Invited local media to tour two of our Academy sites. In addition to strengthening relationships with local media, both tours resulted in published articles about our Career and Technical Education Programs.
- Facilitated the planning of Superintendent's Conference day event for 12-month staff, which took place on February 18, 2016.
- Continued to present at all New Employee Orientations to educate new employees about the ESBOCES website, social media, and the role they can play to contribute to the agency's public relations goals.

Office of Research and Advocacy

- The Office of Research and Advocacy continued to carry out a program of regional education and school district finance research to support the advocacy efforts of the Chief Operating Officer. Data analysis and reporting activities included topics such as school district funding, student enrollment and demographic trend, and student outcomes.
- For the fifth year, developed, administered, and analyzed a Long Island budget impact survey in collaboration with the Long Island Education Coalition.
- Twenty-eight ESBOCES employees and a number of SkillsUSA students received training in preparation for Lobby Day 2016. Advocacy positions included increasing the amount of aid school districts are eligible to receive for Career and Technical Education, enhancing support for programs that provide instruction to English language learners, and providing adequate financial support to all public schools so they can increase their use of the valuable programs and services that ESBOCES offers.
- Completed an analysis of the impact of the Governor's proposed budget for state aid to public schools on Long Island.

Printing

- Assisted school districts in the printing of the Common Core modules. Fourteen school districts ordered modules and over 50,000 books were ordered.

School Lunch Program

- The serving line at Islip Academic Center at Islip Career Center was renovated over the summer of 2015 and enabled the food service staff to reduce student wait time.
- The lunch program has expanded service to the Bellport Academic Center at Southaven.

Technology Integration

- Continued to support technology related to the agency-wide security upgrades.
- Upgraded all campus Public Address (PA) systems to a fully integrated system.
- Expanded the agency's Wi-Fi network coverage and enabled wireless printing.
- Completed key network infrastructure hardware and software upgrades.
- Completed installation and configuration of back-end infrastructure for the desktop virtualization project at the Westhampton Beach campus.

Transportation

- Provided 28 school districts with New York State Education Department and Department of Motor Vehicles (NYSED/DMV) required training for bus drivers.
- Coordinated the use of six Special Education buses in the summer of 2015 and used them for shuttle runs, saving the Department of Special Education approximately \$21,000.
- Retained New York State Education Department Master Instructors as consultants for school districts to use as needed, to ensure their transportation staff is in compliance with NYSED/DMV regulations.
- Trained four employees in Special Education to become school bus drivers. The Regional Transportation Program will provide ongoing support and required continuing education to all Eastern Suffolk BOCES bus drivers.