



Annual Meeting – April 6, 2022

REPORT FROM THE BOARD PRESIDENT

Lisa Israel

On behalf of the Eastern Suffolk BOCES Board, welcome to the agency's 29th Annual Meeting. As we complete the fifth 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 Vice Chair of the BOCES District Superintendents, acting as a direct liaison between the Commissioner, her leadership team, and the BOCES District Superintendents.
 - Will assume the role of Chair of the BOCES District Superintendents in July of 2022.
 - Served as needed at the request of the Commissioner to provide input into formation of new and amended regulations.
 - Monitored budget and board of education elections at the East Ramapo Central School District.

Diversity, Equity, and Inclusivity

- Recognizing the need for an increase in diversity, equity, and inclusivity (DEI) within the public education system, the District Superintendent:
 - Organized a DEI training session for all BOCES District Superintendents with a nationally recognized DEI trainer that focused on supporting school boards and school district leaders in a charged social environment.
 - Continued to serve as the co-chair of the Suffolk County School Superintendents Association's (SCSSA) DEI Committee.
 - Organized and facilitated multiple book studies for the SCSSA membership, focused on DEI and general leadership.
 - Continued to co-chair the advocacy subcommittee of the New York State Council of School Superintendents' (NYSCOSS) Commission on Diversity and Inclusivity.
 - Attended the New York State School Boards Association (NYSBBA) DEI Committee meeting as an invited guest to discuss state level DEI initiatives.
 - 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.

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. The District Superintendent is planning to visit all 51 superintendents with the new Chief Operating Officer beginning in July. Visiting all superintendents in their school districts has been a common practice anytime there is a new District Superintendent or Chief Operating Officer.

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 reopening 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, April Francis Taylor, so that she could lead the group in monthly discussions focused on leading DEI with their respective teams.
 - Provided the welcome address at the Long Island Regional Bilingual Education Resource Network's Teacher Institute, which is an annual meeting that over 500 of Long Island's teachers of English language learners attend.
 - Assisted the FSSSI networks with their communications with SED as they navigated the changes to their operations due to the COVID-19 pandemic.
 - Facilitated the search to replace the Administrative Coordinator for the Family Educational Outreach Programs.

Advocacy

- Acting as an advocate for the school districts in the region and the students that they serve, the District Superintendent:
 - Attended the Eastern Suffolk BOCES Community Legislative Committee meetings, as a member of the committee.
 - Presented a virtual advocacy workshop to Eastern Suffolk BOCES staff members prior to them attending the virtual BOCES Advocacy Day during the week of February 28, 2022.
 - Served as Vice 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.

COVID-19 Response

- The COVID-19 pandemic took the world by storm, including the world of public education. In an effort to support our component school districts and their students during these unprecedented times, the District Superintendent:
 - Collaborated with BOCES District Superintendents, The New York State Education Department, The New York State Department of Health, and the Office of the Governor of New York to develop COVID-19 related guidelines regarding the operations of P-12 schools.
 - Collaborated with the Governor's office, BOCES District Superintendent leadership, SED leadership, and ESBOCES leadership to coordinate the delivery of at-home COVID-19 testing kits to every school district in New York State.
 - Monitored, interpreted, and disseminated COVID-19-related information from SED and other entities.

CHIEF OPERATING OFFICER

COVID-19 Response and Management

- Worked with the COVID Planning Committee to plan for and manage the ongoing process for maintaining all staff and students within an in-person instruction and work environment.
- Worked with agency leadership and stakeholders to develop and implement the required weekly testing mandate requirement for staff and students who chose not to opt-out.
- Worked with leadership to revamp the mode, method, and frequency of our communication with all stakeholders.
- Worked with leadership to monitor the fiscal impact of COVID-19 on our component school districts, and to manage the impact of COVID-19 on our programs and budgets.
- Worked with leadership and stakeholders to manage ongoing requirements for COVID-19 reporting.
- Worked with leadership and stakeholders to manage COVID-19 test kit distribution to school districts.
- Provided regional support, where needed, to assist component school districts to understand the requirements related to COVID-19.

Diversity, Equity, and Inclusivity

- Continued to support and plan with our Director of Diversity, Equity, and Inclusivity.
- In collaboration with our Director of Diversity, Equity, and Inclusivity, supported the development of a regional DEI CoSer.
- Worked with the District Superintendent and Director of DEI to coordinate the leadership of the ESBOCES Diversity, Equity, and Inclusivity Advisory Council's review and support of specific actionable goals.
- Continued to collaborate with the District Superintendent to implement initiatives related to increasing the diversity, equity, and inclusivity with regional school district leadership, as well as with ESBOCES leadership and staff.
- Facilitated a book study related to DEI with superintendents.
- Worked with the SCSSA DEI Committee to further develop the goals of that association related to DEI.
- Provided support for the ESBOCES Board DEI Committee, including professional development and book studies.
- Coordinated a Board retreat related to DEI.

- Supported ongoing training related to DEI for ESBOCES leadership.
- Worked with Cabinet and Administrative Council to implement the adopted policy, regulations, and procedures related to DEI.
- Supported the continuation of an Equity Champions recognition program.
- Provided updates related to our DEI work to all staff via ZOOM.

Internal Communications and Coordination

- Continued to work with the Office of Communications and Research to ensure that all of our communication to our communities is in both English and Spanish. This included written communications, phone and video messaging, as well as Zoom webinars.
- Continued active involvement on the ESBOCES Communications Advisory Committee.
- Provided agency updates via ZOOM to all staff.
- Continued to provide updates related to COVID-19 and other agency issues as warranted.
- Continued to utilize a ZOOM platform to increase the frequency of meetings with agency leadership, including union leadership, to obtain feedback and buy in related to agency COVID-19 and other issues.
- Developed plans to revamp our traditional methods of communicating with staff based on our experiences and learning.

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 2022-23 budgets with virtual stakeholder involvement at different stages of the process.

Support to Component School District Superintendents

- Assisted with the coordination of regional support to school districts related to a response to the Coronavirus pandemic, including collaboration with Suffolk County leadership and Suffolk County Department of Health, as well as the NYS Governor's office and the NYS Department of Health.
- Provided support to Superintendents relative to the impact of the Coronavirus on their operations and instruction.
- Visited new superintendents in the ESBOCES region with the District Superintendent as an orientation to inform them of the support that ESBOCES can provide, and to introduce them to the New Superintendent Workshop Series.
- Facilitated Chief School Administrators' meetings to update and inform school district leaders regarding SED regional initiatives, as well as ESBOCES initiatives.
- Participated in the planning and development of all three cohorts of the SCSSA New Superintendents Collegial Circle program, including a meeting of fourth-, fifth-, sixth-, and seventh-year superintendents at their request.
- 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.

Support to Component School District Boards of Education

- Provided consultation and leadership for two component school district boards of education engaging in superintendent searches.

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 leadership role on the Executive Board of SCSSA, as Treasurer of that association.
- Took on a leadership role on the Board of Directors of the Long Island Metro Business Association.
- 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.
- 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.
- 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.

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.

Leadership Team Transition and Professional Development

- Supporting the transition in the leadership positions of the Chief Operating Officer and the Associate Superintendent of Management Services. Continued to support the transition of the Associate Superintendent for Educational Services and the Director of Diversity, Equity, and Inclusivity.
- Successfully recruited and supported the retention of the Assistant Superintendent for Human Resources.

DIRECTOR OF DIVERSITY, EQUITY, AND INCLUSIVITY

Diversity and Inclusivity Initiatives

- Participated on a statewide webinar to understand the NYSED *Teaching in Remote/Hybrid Environments* (TRLE) applied for the TRLE grant. Developed a work plan to meet the tenets of the *Teaching in Remote Learning Environments* grant. This includes a partnership with educational organizations, Innovative Designs for Education (IDE) Corporation, and NYU Metro Center, to develop modules and resources around the NYSED CR-S Education Framework.
- Worked with the Police Science/Criminal Justice Program to review their police science, criminal justice, and law enforcement programs through the lens of equity and inclusivity to ensure that it is culturally responsive.
- Developed a DASA educator module development- *“Words Matter: What You Need to Know About the N-word.”*
- Created a DEI Parent/Family Advisory Council to encourage parent and family engagement, support family and parent advocacy, and perform policy review.

DEI Collaborations

- Developed two virtual workshops to present to non-instructional staff on Superintendent’s Conference Day.
- Worked with the Special Education Program to develop a DEI plan to support the Special Education department’s curriculum leaders and principals.
- Collaborated with the agency’s DASA Committee to review the process and procedures on training DASA Building Coordinators, reporting DASA incidents, and follow-up steps.
- Collaborated with the Employee Assistance Program to review the DEI section of the 2019 EAP Climate Survey.
- Worked with the School Library System Coordinator to create a professional development workshop on DEI and Culturally Responsive Education for regional library media specialists.
- Provided support for the Division of Management Services, Educational Services, Regional Information Center, Technology and Integration, Operations and Management, and the Human Resources Department to set goals for DEI with each department.
- Provided support to Human Resources, and coordinated with the Nassau County Alliance of Black School Educators and the Long Island Latino Teachers Association to review the ESBOCES regional career fair for culturally and ethnically diverse candidates, in order to develop agency connections with regional educators of color affinity groups to support the hiring and recruiting of candidates that will bring diversity.
- Worked with the ESBOCES Superintendent in Residence to begin reviewing a sample DEI organization self-assessment tool, and adapt it to fit the needs of ESBOCES.
- Collaborated with the Educational Services Induction Planning Team to review and develop the DEI portion of their work plan for the year.

Internal Coordination

- Attended and participated in several organizational committees to foster an equity lens. These included:
 - Central Shared Decision Making Committee
 - Communications Advisory Committee
 - CTE Shared Decision Making Committee

- DASA Committee
- EAP Committee
- Regional Diversity and Equity Initiative Advisory Council
- Regional Curriculum Council and Curriculum Council Advisory Committee
- Superintendent’s Conference Day Committee
- DEI Parent/Family Advisory Council
- Provided support to the Practical Nursing Program to review program policies.
- Joined the ESBOCES Long Island Consortium for Excellence and Equity team and attended monthly regional sessions.
- Provided a presentation at the Diversity, Equity, and Inclusivity Board Committee meeting, and facilitated a discussion on co-conspirator versus an ally in equity work.
- Assisted several component school districts on strategic steps towards sharing the NYSED CR-S Framework with school district staff.
- Enrolled in Adelphi University’s “Diversity Certificate” program and completed the Harvard Graduate School of Education (HGSE) online certificate course entitled “*Building Your Entry Plan to Lead for Equity in Education.*” It is my goal to use the methodologies and strategies in this course to turnkey our agency and regional leaders.

Regional Advocacy

- In conjunction with Educational Support Services, coordinated an ESBOCES Regional Diversity, Equity, and Inclusivity Professional Learning Community (PLC) to discuss Diversity, Equity, and Inclusivity services that can be offered to regional school districts. This PLC is offered monthly, and serves as a support network around equity initiatives in our region.
- Participated on the regional Curriculum Advisory Board to plan future Curriculum Council topics through an equity lens.
- Attend the monthly regional Curriculum Council meetings, and present on DEI and CRSE in Curriculum and Instruction.
- Attend the monthly Regional Personnel Administrator’s Council (PAC) meeting and present on DEI and Human Resources.
- Participated in LI Seal of Civic Readiness Pilot Team.
- In conjunction with Educational Support Services Professional Development, developed an ESBOCES and Hofstra DEI in Educational Leadership Certificate Program.

Professional Development

- Developed and facilitated professional development workshops on DEI with the following departments/groups:
 - Administrative Council –
 - Developing Culturally Responsive Mindsets to Impact Our Community and Workplace – Pt. 4
 - Creating Cross-cultural Safe Spaces to Grow in Leadership
 - Unpacking the ESBOCES DEI Self-Assessment Rubric: How can we use this as an agency?
 - DEI and NYSED Culturally Responsive/Sustaining Framework
 - DEI Training Pt. 1 – Understanding Culture, Identity, and Implicit Bias

- Agency-wide Professional Growth Opportunities (AWPGO):
 - DEI Training Pt. 1 – Understanding Culture, Identity, and Implicit Bias
 - DEI Training Pt. 2 – Was that a Micro-aggression? How to Recognize and Begin to Combat Them
 - DEI Training Pt. 3 – Creating Safe and Braving Spaces for Communication
 - DEI Afternoon Chats – Holiday Edition
 - DEI Virtual Event – “Black History Month” with guest speaker Alprentice McCutcheon
- ESBOCES Board – DEI Book Study: *Between the World and Me* by Ta-Nehisi Coates
- ESBOCES DEI Agency Advisory Council – Co-facilitated 5 meetings
- Instructional Induction Program – DEI Book Study: *Culturally Responsive Teaching and The Brain* by Zaretta Hammond; *Dare to Lead* by Brené Brown; and Presentation on “Understanding How to Create a Welcome and Affirming Environment”
- ESBOCES School Building DEI Liaison for CTE and Special Education – DEI and NYSED Culturally Responsive-Sustaining Framework

DEI CoSer

- A new shared service (CoSer) that strives to support school districts around DEI goals.
 - Since the inception of the ESBOCES CoSer Service, 25 school districts have signed on for the service.
 - The DEI CoSer Service provides:
 - Consultation with School District Administration
 - A school district needs assessment
 - Regional DEI PLC monthly meetings
 - ESBOCES DEI Spring conference registrations
 - Professional In-District Support
 - Workshop Offerings:
 - Introduction to the NYSED DEI and Culturally Responsive Sustaining Education Framework
 - CRSE Creating a welcoming and affirming environment
 - NYSED CR-S Framework Deeper Dive
 - Developing Anti-racist Mindsets to Impact Pedagogy – Book Study: *Stamped: Racism, Anti-racism, and You* by Jason Reynolds and Ibram Kendi
 - CRSE and Teaching Hard History: Elementary Educators
 - CRSE and Teaching Hard History: Secondary Educators
 - Navigating Difficult Conversations in the Classroom
 - CRSE Framework: Creating Welcoming and Affirming Environments for LGBTQ+ Youth

EDUCATIONAL SERVICES DIVISION

Career and Technical Education (CTE)

CTE Enrollment

- Regional enrollment at the Eastern Long Island Academy of Applied Technology grew, with our lock-in numbers for 2021-2022 reaching 1,980, an increase of almost 5%. 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 361 students enrolled in our 12:1:1 programs and 100 students enrolled in our 8:1:1 programs for the 2021-2022 school year. The number of students in these programs has remained steady this year.
- Despite the uncertainty of COVID impact over the last year, 95 SCE students participated in internships and real-world work experiences during the 2020-2021 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 2021-2022 school year started with almost all program activities returning, including flight school at Calabro airport, three preschools running, customer service, internships, and field experiences that prepare students for the future ahead of them.
- All programs follow health guidelines and COVID protocols for schools and related industries.
- New competitions were developed, leadership activities were redesigned, and student forums were established to ensure student experiences remain robust and meaningful.
- Addressing the inequities and uncovering bias was never more relevant or important than during the COVID 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 school year. Virtually all Construction and Manufacturing trade courses had waiting lists for the first time in over a decade. The Electrical Trade and Alternative Energy class had a wait list of 60 students, which prompted the conversion of an old maintenance shop at Ward Technical Center to house an electrical program out east. Other clusters with high enrollment include Transportation and Health Careers.

- The In-District CTE program at Southampton HS continues to grow. In its third year, enrollment in Carpentry/Residential Construction and Home Improvement again doubled, demonstrating that the In-District model provides our school districts with options and opportunities to meet local industry needs.
- Computer Science and Application Development received NYS CTE program approval for the 2022-2023 school year. Students will earn Oracle Certified Associate (OCA) Java SE Programmer 1 certification through this program, preparing them for entry-level employment and college coursework. At this time, every CTE course is now approved by NYSED, giving every student the potential to earn a technical endorsement on their diploma, a CTE or CDOS pathway, in addition to the certifications experiences and benefits our programs seek to provide.

Special Career Education

What's New

Project SEARCH students spent the 2020-2021 school year working at Islip Career Center and Milliken Technical Center in several different departments. For the 2021-2022 school year, Medford Multicare reopened to our students and staff. Students in Project SEARCH once again practice independence and employment skills on the job, with the goal of employment at the end.

The 2021-2022 school year wraps up the major renovations started in the 2018 school year. The canopy, exterior façade, hallway renovation, and Whitson's services are complete, and the Food Prep classroom is almost complete. Supply chain delays impacted completion times, but the renovations will have a long-lasting impact. Moving forward, we plan to update classrooms, equipment, and HVAC as funding allows.

Islip Career Center builds community like no other at Eastern Suffolk BOCES. Our "ICC Is the Place To Be" logo was effective and catchy. Our new mantra during COVID is "Essential Training for Essential Workers," helping our community understand what happens in our programs. Islip Career Center continues a culture of care and intentionality through messaging the importance of inclusion and diversity as well.

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 is reviewing 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' experiences with us.

2021 marked the first year we were able to offer post-secondary coursework toward our CTE teacher certification. Through our partnership with Southern Regional Education Board and Buffalo State College, new teachers earned up to six credit hours toward certification.

2021-2022 saw the expansion of our CTE induction program “Teaching to Lead” (T2L) to a second cohort of new teachers. We continue to find ways to meet the needs of our newest teachers.

Through a newly designed re-approval process, all CTE curriculum is aligned with the Next Generation Learning Standards as programs complete the NYSED self-study process.

SPECIAL EDUCATION

Special Education Enrollment

- Our trend analysis seems to be back on track and heading in an upward manner. As such, we are anticipating an increase in enrollment for the 2022-2023 school year. Last year we projected an enrollment of 1,448. To date we have 1,494 students enrolled, which is approximately 3% above our budgeted enrollment. The Department of Special Education continues to see an increase in student enrollment. Based on this, we are projecting a 2% increase in student enrollment for the 2022-2023 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

- We have seen an increase in requests for BOCES placements from component school districts for students with Autism at the kindergarten level. Due to this increased enrollment, along with space restrictions at Sayville Elementary School, we will be opening 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.
- This year, the Department of Special Education sponsored two Job Fairs to recruit Teaching Assistants and Special Education Aides. We were impressed with the turnout, which resulted in hiring several 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 Psychiatric 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. To date, we have provided services to students from 19 school districts.

Focus on Student Outcomes

- Similar to last summer, our Special Education Summer Services Program will operate at all nine locations. Regents exams will be offered at the secondary level. However, 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, 2022.

- We continue to offer accelerated classes at the Jefferson Academic Center Program. We are happy to report that the program currently offers 11 sections of Algebra and 11 sections of Living Environment. Currently 118 students are enrolled in the accelerated classes.
- The Sequoia High School Program has partnered 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: English 101, Math 101, Biology 101, History 101, and Freshman Seminar.
- 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/My Perspective* contains four main components: project-based inquiry, writing, a reading block, and a reading-writing bridge. *My View/My Perspective* also has a digital platform. The students have access at home to all the resources to which they have access in their classrooms.
- 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, our building liaisons continue their work with our Director of Diversity, Equity, and Inclusivity and building administrators to turnkey train while being building resources to both our students and staff. Every special education building now has a Diversity, Equity, and Inclusivity 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, which projects interactive lessons onto the floor and is responsive to touch by a foot or foam hockey stick, 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 which are also extremely popular with the students. All classes are benefiting from this new instructional enhancement.
- This year, due to COVID-19, we have prepared both staff and students to have access to 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 hotspots 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 that 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 are offering 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 are hosting programs at the Bellport Academic Center and the Connetquot School District. We are providing services to five component school districts (Connetquot, East Islip, Riverhead, Remsenburg-Speonk, and South Country).
- Eastern Suffolk BOCES continues to offer a program for English as a New Language (ENL) on the east end at Ward Technical Center, providing instruction and career training to students from various component school districts. These students attend the Alternative High School Program to gain academic enhancements and build career capacity through a Career and Technical component. Currently 33 students are enrolled in our Alternative High School programs, which is inclusive of nine students enrolled in the ENL Program.

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; Mathematics; 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 region and, during the last four months of the school year, 14 Western Suffolk school districts with approximately 300 enrichment experiences.
- Approximately 60 presenters and organizations provide workshops, programs, and in-school and field trip experiences under Exploratory Enrichment.

- For 2022-2023, we anticipate an increased number of programs providing Social-Emotional Learning and Wellness programs for students.
- We have included Culturally Responsive and Sustaining Education (CRSE) principals in our program descriptions and search criteria.

Junior Reserve Officers Training Corps (JROTC)

- Leadership training and skills support for JROTC units are provided for school districts across Long Island.
- Two component school districts will participate in this service for 2021-2022, but all units across Long Island are welcome to participate in 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 utilization of the CampDocs Program has streamlined the registration process.
- The Summer Enrichment Program in 2022-2023 will include more Science, Technology, Engineering, Art, and Mathematics (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 these programs in 2022-2023.
- 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 50 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; Mathematics; History; Engineering; Technology; Health and Wellness; and more through the artistic disciplines.
- 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 videoconferences and virtual programs.
- Professional development is provided to arts and classroom educators, including school district memberships to professional organizations.

- We anticipate an increase in programs to support Diversity, Equity, and Inclusivity; Social-Emotional Learning; Every Student Succeeds Act (ESSA); and Science, Technology, Engineering, Art, and Mathematics (STEAM) within our school districts.
- We have included Culturally Responsive and Sustaining Education (CRSE) principals in our program descriptions and search criteria.

School Library System Automation

Library Automation serves 42 school districts, with 30 schools utilizing the Follett Destiny automation system and 15 schools, including two nonpublic schools, utilizing the MediaFlex OPALS automation system.

School Data Bank Services

- Fifty-eight school districts participate in 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.
- Four 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 2022-2023 is to increase in-district participation of the Staff Developer/Shared Data Expert Service to assist with data initiatives.
- An initiative for 2022-2023 is to increase school district participation in workshops and trainings facilitated by School Data Bank Services staff to meet school districts' data initiatives and to support school districts in navigating shifts in education due to the COVID-19 pandemic.
- An initiative for 2022-2023 is collaboration between the School Data Bank Services Program and Student Data Services Program to reformat and host Data Advisory Committee meetings. These meetings will review and discuss data initiatives, with a focus on enhancing service and providing school district administrators and data coordinators with a venue for in-depth data conversations.
- An initiative for 2022-2023 is to refine the ESS/SDBS Regional Curricula and Instructional Technology Database by soliciting school district assistant superintendent feedback to advance the database.
- An initiative for 2022-2023 is to transfer Assessment Services – Full Service Scoring to School Data Bank Services.
- An initiative for 2022-2023 is to recruit, hire, and onboard the appropriate staff needed to support the program, and to provide ongoing training for existing staff.

Library Services/Media

- Library Services serves 46 school districts, including two nonpublic schools and three Western Suffolk schools for the Virtual Reference Collection (VRC).
- For 2022-2023, it is anticipated that we will add various online resources to the VRC with minimal financial impact to our member school districts.
- For 2022-2023, the School Library System will incorporate resources from the Digital Media Library into the VRC as supplemental databases to improve instruction to component 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, educational leadership, 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 support services are available to teachers, administrators, support staff, and boards of education.
- We continue to plan and schedule the Long Island Consortium for Excellence and Equity (LICEE). This is an evolving collaborative network of Suffolk County school districts committed to learning and working together to support and nurture the school and life success of ALL of their students. The consortium serves as a critical regional resource for participating school districts to take a proactive and system-wide leadership responsibility for significantly improving the academic performance of all students, increasing high-level educational opportunities to learn for all students, and eliminating the observed opportunity and achievement disparities among subgroups of students defined by race/ethnicity and/or economic circumstance. This is open to all Suffolk County schools. This school year, there are approximately 20 school district teams participating.

Model Schools

- Currently 41 school districts subscribe to the Model Schools Program.
- For 2022-2023, we are looking to establish a Model Schools Executive Committee to assist with planning Liaison Meetings, as well as to provide input and feedback.

Third-Party Assessment Service

- Third-Party Assessments provide help desk and training support for six third-party assessment applications. The systems supported and school district participation are:
 - Pearson AIMSweb – 15 school districts;
 - Right Reason Technologies – 13 school districts;
 - Northwest Evaluation Association (NWEA) – 10 school districts;
 - Renaissance Learning STAR – 12 school districts;
 - Advanced Assessment LinkIt! – three school districts;
 - iReady – 21 school districts; and
 - Panorama – two school districts.
- For 2022-2023, we anticipate an increase in school district participation in LAS Links.

REGIONAL INFORMATION CENTER (RIC)

Virtual Learning Services

- Services are currently provided to 61 school districts.
- Virtual Learning Service – Eastern Suffolk BOCES, in conjunction with multiple BOCES partners across New York State, delivers 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, loaner units, and Field Trip Zoom.
- Immersive Experiences is an easy entry point that allows access to New York State collaborations. In 2021-2022, the key focus is on continuing to offer services to help school districts respond to the challenges related to the COVID pandemic. Key areas include, but are not limited to, tutorial services, language translations, KidOYO, mobile hotspot provisioning, various virtual learning services and opportunities, and Zoom licensing.
- A goal for 2022-2023 is 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 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 2022-2023 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.

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 the Eastern Suffolk BOCES Regional Information Center for secure transit of hosted services is optional, for an additional fee.
- An initiative for 2022-2023 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 2022-2023 is to continue to increase school district subscriptions and support bandwidth upgrades.

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

- Thirty-nine school districts are participating in 2021-2022, and we currently have 34 school districts proposed in 2022-2023. 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 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 2022-2023 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
 - 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 a 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 2022-2023
 - Increase the functionality of the disaster recovery site
 - Continue to mature National Institute of Standards and Technology (NIST) compliancy and Service Organization Control (SOC) initiatives through compliance maintenance
 - Continue to mature hosted applications within Eastern Suffolk BOCES NOC (e.g., school district shares, Nutrikids, facilities management, etc.)
 - Continue to mature multi-factor authentication implementation for access to hosted NOC and Short Messaging Service (SMS) solutions
 - Expand nVision to be accessible outside of school district boundaries
 - Complete SOC audit support and maintain audit compliance
 - Decommission Legacy Infrastructure and Services in an effort to increase security posture and reduce cost

Security, Surveillance, and VoIP Services

- Services includes 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 154 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. Forty-eight school districts currently participate.
- Blackboard Connect, ParentSquare, and School Messenger are Emergency Notification systems that complement staff and student management systems.

- Cafeteria Management systems are anticipated to continue to grow in response to school district interest for a web-based solution. A total of 24 school districts currently participate.
- Transportation Management systems are available with extensive support for participating school districts.
- The RIC is continuing to look for ways to fund the implementation of electronic records management systems for our member school districts.
- In the area of Facilities Management systems, school districts are offered a choice of 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, web-based point-of-sale, and school health management.
- 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.
- An initiative for 2022-2023 is to continue to lead the effort in helping school districts lower the impact of potential cybersecurity attacks by supporting their needs for data backup, disaster recovery, business continuity, and data privacy and security.

District Data Protection Officer Service

- This year-old service is currently being provided to 17 school districts across Suffolk County.
- Service is designed to support a school district's Data Protection Officer.
- Initiatives for 2022-2023 are to continue to develop and deploy this service and increase school district subscriptions.

Intellipath

Services are provided to 53 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 a service that assists school districts with data loading and verification. 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 school district data coordinator assistance. In its first year of offering, seven school districts have subscribed to 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 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 school 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 2022-2023 is to expand school district participation in the Passport for Good program service.
- An initiative for 2022-2023 is to expand school district participation in the student management system Synergy by Edupoint Educational Systems, LLC.

Other Related Services

- eBoard by Sea Cliff Educational Solutions – Five school districts subscribe to this service.
- Curricuplan by Sea Cliff Educational Solutions – No school districts currently utilize this program.

Test Scanning and Reporting Services

- Over 350,000 individual New York State English as a Second Language (NYSESLAT); New York State Identification Test for English Language Learners (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 for 2021-2022 and 2022-2023 is to continue ongoing support for 10 RICs across New York State plus the Syracuse City School District that utilize the Eastern Suffolk BOCES Student Data Services developed New Test Scoring Software (NTSS).
- Student Data Services continues to develop the Regents Data Loading Service where the 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. Currently 21 school districts participate.

- Student Data Services continues to develop the Advanced Placement (AP) Advantage Loading Service, where the 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. Thirteen school districts currently participate.
- An initiative for 2021-2022 and 2022-2023 is to expand Level 1 support to our component school districts with the implementation of Computer Based Testing.
- An initiative for 2022-2023 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 supports 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 – 51 school districts
 - Frontline RTI Direct (Response to Intervention) – nine school districts
 - Frontline Medicaid Direct – 21 school districts
- Student Data Services Special Education Help Desk supports the following 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 – seven school districts
 - HearBuilder – six school districts

Rate Changes

- RIC services are targeted to have no more than a 2.00% increase in all areas for 2022-2023.
- The above statement excludes vendor licensing costs, for which increases vary by contract.

New York City Charter Schools – Data Warehousing

- The RIC, through the New York City 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 New York City – 271 schools during the 2021-2022 school year.
- Hosts and maintains a separate and customized instance of NYSED’s data warehousing systems for the collection of New York City charter school data for the Student Information and Repository System, SIRS: Level 0, (NYSED), EDM (eScholar), and Cognos/ReportNet (IBM, licenses by NYSED)
- Provides training, resources, and help desk support to staff at each New York City charter school regarding technical skills and compliance with NYSED accountability and data reporting requirements

- Maintains a comprehensive website to provide ‘one-stop shopping’ of resources regarding all data collections managed by Eastern Suffolk BOCES
- Initiatives for the 2022-2023 year include the following.
 - Expand the utilization of an Eastern Suffolk BOCES created application to facilitate the reporting of Student Daily Attendance to meet all data quality standards and to auto-import data directly into Level 0 of the data warehouse
 - Offer for purchase advanced Attendance Application features to schools that do not have a commercial student management system

DEPARTMENT OF HUMAN RESOURCES

COVID-19 Response

- Collected relevant records associated with COVID 19 vaccination and/or illness
- Interacted with all employees regarding their adherence to all NYS mandates
- Oversaw the NYS weekly COVID testing for all required employees
- Implemented appropriate measures to evaluate and approve NYS COVID Leave Time

Human Resources

- Coordinated in-person Employee Awards Program
- Facilitated regular virtual New Employee orientations
- Continued transition of multiple Human Resources department members
- Corresponded daily with the agency’s legal counsel regarding myriad personnel issues
- Consulted counsel on labor law and contractual related topics
- Provided and contributed to staff communications and memos throughout the agency
- Managed daily Human Resource office functions
- Maintained employee records for our 4,000 present employees
- Adhered to requirements for records associated with retirees and former employees
- Engaged with prospective educators and various affinity groups to improve recruitment
- Planned the in-person Diversity Career Fair
- Engaged with prospective educators and various affinity groups to improve recruitment
- Provided certification presentations and support to component school districts and employees
- Evaluated hundreds of certificate applications
- Conducted virtual interviews and benefit meetings with prospective staff members
- Engaged in negotiations with multiple CBUs, while also finalizing CBAs
- Held numerous countywide Personnel Administrator’s Council meetings via Zoom
- Continued to offer regional new Personnel Administrator Collegial Circle sessions
- Supported the revision of postings for certificated staff, including new posting platforms
- Connected regularly with ESBOCES Diversity, Equity, and Inclusivity
- Successfully met all Affordable Care Act compliance requirements
- Collaborated with the Business Office to address data issues for IRS reporting
- Transitioning to a digital system of employee records, SchoolFront
- Monitored employee benefits, directly connect with vendors when appropriate

MANAGEMENT SERVICES DIVISION

COVID-19 Response Administrative Services

- Since September 2021, Central Support Services (CSS) has been tracking, packing, and distributing the COVID-19 test kits needed for staff who participate in the on-site required weekly testing program. Started in January 2022, Central Support Services is now providing additional support by assembling the 1,000 test kits that are needed bi-weekly for this testing program.
- The Capital Asset Management Department received, distributed, and accounted for over 600,000 New York State COVID-19 test kits for Eastern Suffolk BOCES component school districts, as well as the agency.
- Central Support Services staff is assisting Capital Asset Management with the distribution of the COVID-19 test kits to the component school districts. Central Support Services drivers are sorting and delivering the kits to the school districts on their routes.
- Per CDC guidelines, continued to disinfect agency fleet vehicles and driver messenger vans as they are used. Per CDC guidelines, vehicles serviced by the repair and maintenance vendor are also disinfected before being returned to the assigned program.
- Maintained the routes and schedules of messengers and drivers that were implemented due to increasing safety concerns as a result of the pandemic.
- Received, distributed, and accounted for an agency-wide inventory of personal protective equipment (PPE) supplies to ensure the agency had the supplies necessary to ensure staff and student safety.

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 90 Freedom of Information requests and over 550 student records' inquiries.
- Received, inventoried, and securely stored over 18,500 English, math, and science assessments and Regents exams; and distributed over 600 of these exams through our distribution centers located at the James Hines Administration Center and the Westhampton Beach Learning Center.

Capital Asset Management (CAM)

- Sold over \$146,721 worth of surplus equipment and vehicles for Eastern Suffolk BOCES and its component school districts in 2021.
- Improved the efficiency and effectiveness of tagging and inventorying large orders of technology equipment by having the Office of Technology Integration order the assets to be delivered to the Barton Avenue Armory and to be received by the Capital Asset Management Department. The technology equipment is then tagged upon receipt and deployed from the Barton Avenue Armory, which provides the space to house large orders of inventory.
- Completed full building inventories at the Adult Education Center at Brentwood, the Nursing Program at Adult Education Center at Brentwood, the Bellport Academic Center, the DeFeo Administration Building, the Regional Information Center at Sequoya, the Special Education Department at Sequoya, the Edward J. Milliken Technical Center, the Adult Education Department at Edward J. Milliken Technical Center, the Jefferson Academic Center, the Jefferson Academic Center at Oregon Middle School, the Premm

Learning Center, the Sequoya High School, and the Westhampton Beach Learning Center.

- Managed over 2,835 of the agency's record retention boxes.

Cooperative Bidding Program

- Created the following new bids: Library Supplies and Medical and Nursing Supplies
- 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. These meetings have continued to be successful using a virtual platform.
- The Cooperative Bidding Program maintains and manages 62 contracts; 56 bids, and six (6) RFP's, covering many commodities for its 74 participants.
- Continued active involvement with the Joint Procurement Council for Suffolk County's SuffolkShare Program, which is Suffolk County's response to Governor Cuomo's shared services initiative.

Facilities and Security

- Assessed work system for improvements and follow thru on the system's everyday use within the department.
- Initiated an ESBOCES Chief Custodian group to discuss needs and projects within our buildings to build a team atmosphere between the Chief Custodians and Facilities Office.
- Surveyed ESBOCES facilities with respect to the Capital Facilities Plan.
- Continued efforts to replace and upgrade rooftop HVAC equipment. Approximately 20 RTU's were replaced last year. Much of the existing equipment is obsolete. New equipment is more energy efficient, provides better air quality, and uses smart technology for controls.
- Conducted an Asbestos Hazard Emergency Response Act (AHERA) survey and sampled building materials to properly identify materials as asbestos or non-asbestos.
- Implemented program to replace asbestos flooring materials.
- Surveyed buildings for obsolete ceiling and lighting for replacement.
- Continued to participate in fire safety and insurance Inspections. We included custodial supervisors and the new safety officer in the inspections to increase staff knowledge and awareness.
- Audited and upgraded cameras at all Special Ed. and Administration buildings.
- In the process of upgrading cameras at the Career, Tech, and Adult Education Buildings.
- Conducted training for contracted security guards related to lock downs, lockouts, and active shooter situations.
- Transitioned from Summit Security Service to Allied Universal Security Services without interrupting or changing our Security procedures.

COVID 19 Response Health & Safety

- Published several educational and tutorial videos to ensure employees are provided accurate and consistent information regarding ESBOCES COVID-19 procedures and initiatives.

Health & Safety

- Onboarded a full-time safety officer to service additional component school districts, but also to specifically service ESBOCES agency facilities and staff members.
- Legislative review and updating of Public Employees Safety and Health (PESH) compliance templates that are available to the component school districts to utilize themselves or through a safety officer.
- Additional ESBOCES employees, community members, and emergency responders were invited to join the Agency's Safety Team and Health & Safety Committee.
- Participated in building-level faculty meetings to review emergency response protocols.
- Conducted lockdown drill debriefs with individual buildings after participation and review of the events to ensure understanding of the lockdown protocols.
- Expanding knowledge of and participation by faculty and staff in the RAVE Panic Button app by presenting at each building's faculty meeting annually. Expanded the RAVE App to four additional facilities that house ESBOCES staff.
- Conducted training to ESBOCES staff on how to react and implement our policies in emergency situations.
- Access control upgrades at most buildings in the agency.
- Added more lockdown features to buildings throughout the agency using swipe cards and strobe lights.
- Software and server upgrades for security video and access control.

Leases

- Renegotiated and extended the following: classroom lease agreements with the East Islip and East Moriches Union Free School Districts, and the building lease with Port Jefferson Union Free School District, for the Department of Special Education; a classroom lease agreement with Lindenhurst Union Free School District for the Non-Public School Textbook Program; and office space leases for the Employee Assistance Program with both North Ocean Properties and Robert E. Stafford; all at the lower of 2% or the CPI-U.
- Renewed the classroom use agreement with the Southampton Union Free School District at the lower of 2% or the CPI-U for the continuation of the high school carpentry program provided by the Department of Career and Technical Education.

Communications Services/Public Relations

- Added four (4) new school districts to the public relations service, for a total of 50 participating school districts.
- Continued to provide foreign language and American Sign Language translations and interpretations through an established RFP.

Nonpublic Textbooks

- Began the annual processing of applications and the distribution of textbooks for the start of the school year to students in grades K-12 who reside in 70 participating school districts and attend non-public schools, and will collect and inventory the textbooks at the end of the year.

COVID-19 Response Communications and Research

- Continued to support the agency in communication activities related to the reopening of schools changing guidance related to COVID-19, including but not limited to: co-hosting staff, parent, and student forums; developing surveys; assisting with policy reviews;

developing and distributing signage; creating videos; establishing website pages; and acquiring Spanish translations for all public documents and events.

Office of Communications and Research (OCR)

- Facilitated Superintendent's Conference Day for 12-month non-instructional staff, which was held virtually via Zoom on November 2, 2021.
- The 18th Annual Regional Longwood Legislative Workshop was held as a virtual event on February 5, 2022. Communications Office staff provided graphics services for the development of all materials, and also served as hosts of the Zoom meeting, providing technical support for the necessary transitioning of people and media throughout the event.
- Prepared 27 Eastern Suffolk BOCES employees and 38 Academy and Special Education students, for BOCES Advocacy Day that was held February 28 to March 4, 2022 via Zoom with New York State legislators. Participation involved discussions related to proposed legislative and regulatory changes that Eastern Suffolk BOCES had chosen to promote.
- Completed several annual research projects to support the advocacy efforts of the District Superintendent and the 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 Eastern Suffolk BOCES 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.
- Upgraded the subscription for copyright free images from Getty Images to enhance print and digital materials produced by the agency. The upgrade includes a larger selection of available images to represent the diversity of students and staff. Also included is royalty-free music to remove the risk of copyright violations and other public use limitations.
- Offered several presentations on Eastern Suffolk BOCES Brand and Visual Identity to staff, which was promoted by the agency-wide professional growth opportunities initiative.
- Collaborated with Diversity, Equity, and Inclusivity staff to meet regularly 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.
- Distributed a Public Relations Survey to Eastern Suffolk BOCES internal and external stakeholders. This biennial survey was designed to collect information about how people like to receive their news about Eastern Suffolk BOCES students, programs, and upcoming events. Several recommendations were made and resulted in several newsletters being combined into a single publication entitled *Spotlight*. Other recommendations were also made to enhance the agency's public information program and marketing activities.
- Supported the work of the Eastern Suffolk BOCES Recruitment Task Force, to address the shortage of permanent and substitute Teaching Assistants and Special Education Aides. The Communications Office helped develop and carried out an advertising plan for the fair that included the development of a flyer, an email to all staff, posts on the front page of the ESBOCES website, social media boosted posts on multiple platforms, job listings on *Indeed* and *Ziprecruiter*, and paid radio advertising.

- Worked closely with a small committee to develop a Work Climate Survey. to move forward the work of the Staff Engagement subcommittee of the DEI Advisory Council, to measure the current climate of the Eastern Suffolk BOCES working environment, and to learn more about staff engagement regarding agency DEI initiatives.
- Completed the biennial Shared Services CoSer Evaluation Report. The report illustrates the results of the survey distributed to school district superintendents to rate the quality of the services they received from Eastern Suffolk BOCES during the 2020-21 school year. This year the survey was re-developed to enhance the relevancy of the questions, increase the usefulness of the feedback received, and make it easier for school districts to participate.
- Finalized the biennial Long Island Costs and Outcomes Report for 2021, 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.
- Provided foreign language translations to support NYS BOCES district superintendents in their work toward reviewing state high school graduation measures. Regional meetings included participation from a variety of education providers, as well as the general public. Six documents were translated into eleven languages to make the meetings more accessible, to garner a larger number of interested parties.
- 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.
- Continued to provide high-quality public relations' services including graphics, photography, 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.

COVID-19 Response Printing

- Printed and distributed COVID-19 related signage for Eastern Suffolk BOCES buildings to reflect the ever-changing guidelines.

Printing

- Using state-of-the-art equipment, a large variety of items are produced, which include, but are not limited to, booklets, brochures, business cards, calendars, letterhead, NCR forms, newsletters, postcards, posters, return address envelopes, Common Core modules, and other creative educational visual aids. Recipient addresses can be printed when the return address envelopes or mailers are printed. This reduces the need to affix address labels.
- Continued to provide high-quality, printed materials to assist school districts in reducing their expenses by outsourcing their printing and duplication needs. This service is eligible for BOCES aid if the school district subscribes to the Library Services/Media base service.
- Provided pickup and delivery services to school districts' central offices at no additional cost.

COVID-19 Response School Lunch Program

- Successfully applied to operate under the Seamless Summer Option for the entire 2021-22 school year to maximize the federal meal reimbursement rate.
- Actively participated in the Eastern Suffolk BOCES Reopening Committee to devise procedures and put protocols in place to ensure that the Center for Disease Control and Department Of Health guidelines and best practices were followed in the operation of the School Lunch Program.

School Lunch Program

- Applied for and received approval to operate, for the first time, the summer food service for Eastern Suffolk BOCES summer school which provides students with nearly 35,000 free healthy meals over the six-week program and, therefore, converts the school lunch service from a 10-month to a 12-month program.
- Operated all nine Eastern Suffolk BOCES kitchens and ten serving locations using 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. Combining the Community Eligibility Provision and the Seamless Summer Option, Eastern Suffolk BOCES was eligible to receive federal and state reimbursement toward the cost of the meals at the highest rate available.
- Sustained efficiencies 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.
- Placed into operation 25 pieces of commercial kitchen equipment funded in part with National School Program Equipment Assistance Grant funds.
- Supported the nutritional needs of Eastern Suffolk BOCES students attending non-traditional programs, including students enrolled in the evening Alternative High School Program, as well as serving 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.
- Welcomed a new component school district to the program for the 2021-22 school year, for a total of 37 school districts served.
- 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, as well as the newly formed Recruitment/Retention Committee.

Technology Integration

- Deployed Multi-Factor Authentication solution (MFA) to all users requiring remote access.
- Began testing Multi-Factor Authentication solution with our e-mail system.
- Began major network switch upgrade at the Hines Administration Center.
- Completed agency-wide Wi-Fi upgrade.

- Completed WinCap upgrade to a new server and began a pilot with select users.
- Completed agency-wide phone system upgrade and began deploying new E911 solution.
- Completed grounding of network closets throughout the agency.
- Completed agency wide Windows 10 desktop upgrade.

COVID-19 Response Transportation

- Increased transportation support to school districts to accommodate school districts' needs for additional buses to maintain social distancing due to pandemic-mandated health and safety requirements, which limits bus capacity.
- During the 2021-22 school year, the Transportation Program has actively 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.

Transportation

- In the 2021-22 school year, furnished regional special needs and nonpublic school home-to-school transportation for 890 students, from 25 school districts, to 106 destination schools.
- Transported 950 Westhampton Beach Union Free School District students, and for the third year in a row, transported 2,076 Wyandanch Union Free School District in-district students.
- Supplied summer 2021 school transportation for 783 students, which includes the standard all-year-round base school summer programs and additional summer school only districts.
- Provided 25 school districts with New York State Education Department and Department of Motor Vehicles (NYSED/DMV) required training for bus drivers and monitors.