TO: Shared Decision Making Committee

FROM: Ralph Cartisano, Ed.D.
Assistant Superintendent for Curriculum and Instruction

RE: Shared Decision Making Meeting Minutes

DATE: January 11, 2019

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Below please find the minutes from our Committee Meeting on January 11, 2019.

Our District-wide Shared Decision Making Committee met on Friday, January 11, 2019, at 9:15 a.m. in Room 101 of the Kings Park High School. The following members were in attendance: Dr. Ralph Cartisano, Mr. Rudy Massimo and Mrs. Kristen Reznick. Six high school students were present. Mrs. Grimley, President of the Council of Schools was present. Dr. Cartisano welcomed everyone. Each member introduced themselves.

Minutes from the June 1, 2018 meeting as well as each Site Based Management Team, a copy of the Shared Decision Making and School-Based Plan were provided to those in attendance. We began with a review of the purpose and function of the Shared Decision Making Committee. Dr. Cartisano discussed what the Site Based Committee can discuss for example school climate, character education and literacy. Dr. Cartisano mentioned how the committee comes up with themes and they spend the year planning activities that support this work.

Dr. Cartisano gave the committee time to read over the minutes and plan. Dr. Cartisano reviewed the minutes from the June 1 meeting and gave updates on topics that were discussed during that meeting. One suggestion from last year was made regarding the flexibility in the order science classes are taken and Dr. Cartisano mentioned how Mr. Huntsman has had discussion with the teachers and has been looking at the flow chart of classes. Dr. Cartisano then spoke about the STEM Nights the Elementary Schools held last year. He discussed how William T. Rogers planned to change their Community Read from last year to a School-wide read. Mrs. Moreno has told him they wanted to change it up and keep it fresh so the students will stay interested. Mrs. Moreno also mentioned to him that they have picked their book for this year. Dr. Cartisano asked the high school students present if the 30 Days of Discussion will be repeated this school year. Frenie Acoba said they are hopeful it will happen again this year. Dr. Cartisano mentioned how he will speak to the elementary principals about having a 3rd grade representative for their Site Based Committees which Mrs. Grimley suggested last meeting.

Next, we reviewed and discussed the minutes from each school. Dr. Cartisano highlighted Park View Elementary School’s Health/Wellness/Science night that will be held on March 28, 2019.
Dr. Cartisano also spoke of A Night of Play that Fort Salonga is planning to hold on the same night of the district’s Family Night.

Mr. Massimo spoke of RJO’s Math Fun Night which will be a part of their STEAM Fair. They are adding this component so they will get more students involved in the STEAM Fair. The discussion moved on to their Reading Night and how RJO has invited 60 authors to attend. Each classroom adopts a book to read before the Reading night and the students get to meet the authors. Mr. Massimo spoke of the social emotional theme for RJO and about a mural that was created for the cafeteria which consists of 450 puzzle pieces that had been decorated by the students. The puzzle is two hands forming a heart and puzzle pieces with all kind words around it. Dr. Cartisano mentioned how it is good to have the students coming back to school for different events in addition to the academics and how it makes school a fun place to be.

Dr. Cartisano discussed William T. Rogers Middle School’s Character Ed Banners. He spoke about how Mrs. Moreno had shared some of the banners with him and how the banners should be displayed soon. William T. Rogers completed the School’s to Watch Recognition Survey. The Schools to Watch program was similar to a blue ribbon designation for Middle Schools and the process which schools follow to become a School to Watch Designation. Dr. Cartisano spoke of William T. Rogers’ Advisory Program and how it develops a mentor-mentee relationship and gives a student a go to person to talk to in school.

The Kings Park high school students discussed the new student ids and lanyards. They mentioned ways to make the id more functional by adding different features to it such as a bar code to be able to sign in and out of class and to swipe when you enter school. They also suggested that the student id be introduced to the 8th grade students so it is not a big adjustment for a freshman to get used to when starting high school. Dr. Cartisano asked the students if there will be a Relay for Life Day again this year. They said it will be held in June and Mr. Massimo mentioned how RJO has been included in Relay for Life this year.

The discussion moved to district-wide themes for the 2018-2019 school year. Dr. Cartisano mentioned the district’s themes for this year are “Knowing Myself as a Learner” and “Everyone Matters in Kings Park.” Dr. Cartisano spoke of the LCI which is a survey that will be administrated to the students to determine what type of learner they are. He mentioned that the faculty, staff and administrators have taken the LCI survey. On the theme of Everyone Matters in Kings Park Dr. Cartisano spoke of how at every faculty meeting a mental health theme is discussed and mentioned our how Parent University this year was solely about mental health and social media.

The meeting concluded with Dr. Cartisano saying how all of the Site Based Committees have been meeting their requirements. He wished the high school students good luck on their mid-terms.

The meeting was adjourned at 9:45 am.