

SHARED DECISION-MAKING PLAN FOR THE LONG LAKE CENTRAL SCHOOL

Long Lake Central School Mission Statement

Long Lake Central School, with the support of families and communities, will provide a safe and challenging environment which will enable students to achieve academic success and realize their full potential as creative and responsible citizens in the Adirondacks and the wider world.

Approved by the Long Lake Central School Board of Education June 8, 2017

DEFINITION OF SHARED DECISION-MAKING

Shared decision-making is a process that allows for input and participation from all stakeholders to bring about improvements in student performance. A stakeholder is any person or group with an interest and investment in the success of our students, and our school. In this process, stakeholders agree to identify educational issues, define goals, develop action plans, and evaluate results. This plan meets the Regulations of the Commissioner of Education Part 100.11.

PURPOSE

The purpose of shared decision making shall be to improve the educational performance of all students in the school, regardless of such factors as socioeconomic status, race, sex, language background, or disability.

BELIEFS

We believe that the shared decision-making process will result in:

- improved educational performance and personal growth for all students;
- a learning process that stimulates creativity, organization, and diversity as reflected in the community; and
- better communication and working relationships between the school, community, parents and other stakeholders.

**COMPOSITION AND TERMS OF OFFICE OF THE LONG LAKE
CENTRAL SCHOOL SHARED DECISION-MAKING COMMITTEE**

Minimum Number	Stakeholder Group	Term of Office
1	Superintendent	1 year
2	Teachers	1 year
1	Parent	1 year
Total Minimum Membership: 4		Term Runs September – September

**METHOD OF SELECTION FOR MEMBERSHIP ON THE
LLCS SHARED DECISION-MAKING COMMITTEE**

Parent representative(s) will be a volunteer(s) from the community and/or nominated by a parent organization, if one exists.

Teacher representatives are volunteers as approved by the Long Lake Central School Faculty Association.

The Administrator (Superintendent) will serve by the position held.

**CRITERIA FOR ISSUES SUBJECT TO SHARED DECISION-
MAKING**

Issues subject to shared decision-making should meet the following criteria:

- Relate to student performance, achievement, or personal growth
- Directly support the Long Lake Central School District’s mission and/or goals

ROLES AND RESPONSIBILITIES OF THE SHARED DECISION-MAKING COMMITTEE

Responsibilities:

1. To encourage the development of plans which will meet the district mission and goals through the shared decision-making process
2. To gather and communicate ideas of the representative groups
3. To ensure involvement of parents per State and Federal requirements
4. To assess the functioning and the outcomes of the Shared Decision-Making Committee on an annual basis

Roles:

1. Chairperson: responsible for calling meetings, setting agendas, running meetings, and delegating responsibilities to other members.
2. Recorder: responsible for taking, distributing and publishing minutes, and contributing to the school newsletter and/or school website.
3. Other roles to be determined by the committee as needs arise.

ACCOUNTABILITY OF THE SHARED DECISION-MAKING COMMITTEE

1. Attendance at meetings is expected.
2. Each member is expected to work toward full and successful implementation of the decisions of the committee; to be available to explain the decisions and their implications, in a positive manner, to all stakeholders.
3. Minutes will be available to the public via the school website.

AUTHORITY OF THE SHARED DECISION-MAKING COMMITTEE

The LLCs Shared Decision-Making Committee may make recommendations to the administration and the Board of Education that are within budgetary limitations, and consistent with state and education law and Board of Education policy.

SHARED DECISION-MAKING COMMITTEE DECISIONS

1. All decisions will be made after each member has had an opportunity to influence the decision. All decisions will be made by committee consensus.
2. No major decisions will be made unless a majority of membership is present.
3. Decisions shall be made at regularly scheduled meetings in the months from September to June.

RESOLVING DISPUTES

The LLCs Shared Decision-Making Committee will make every effort to resolve disputes and reach consensus. If a dispute cannot be resolved by consensus, the Shared Decision-Making Committee will request that the Board of Education assign an Ad Hoc committee to investigate and make recommendations to resolve the dispute.

METHODS OF ASSESSMENT/EVALUATION

The Shared Decision-Making Committee may employ or consult the following methods of assessment to evaluate program and student outcomes:

1. State tests and measures
2. Norm-referenced tests
3. Locally-designed tests
4. Authentic assessment
5. Post-high school placements
6. Other appropriate methods

PROCESS OF ALTERING AND SUBMITTING THIS DOCUMENT

1. Written recommendations will be received from any stakeholder and presented to the Shared Decision-Making Committee.
2. The Shared Decision-Making Committee has the authority to reach consensus and alter this document.
3. The Shared Decision-Making Committee will review and make revisions as needed to the Shared Decision-Making Plan at least once every two years as required.
4. This Plan must be approved by the Long Lake Central School Board of Education every two years and submitted to New York State as required.

PROCESS FOR SUBMITTING ISSUES

Issues to be considered by the LLCS Shared Decision Making Committee must:

1. Be presented in writing or orally to the committee and delivered to the chairperson;
2. Define the issue;
3. Provide background on the issue and any previous action taken; and
4. State the purpose and the expected results.