

Miller Place Union Free School District

7 Memorial Drive, Miller Place, New York 11764-2036

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Board of Education

Johanna Testa, President

Richard Panico, Vice President

Noelle Dunlop, Trustee

Keith J. Frank, Trustee

Lisa Reitan, Trustee

Superintendent of Schools

Marianne F. Cartisano, Ed.D.

Deputy Superintendent

Seth A. Lipshie

Assistant Superintendent

Susan G. Craddock

Executive Director for

Educational Services

Sandra A. Wojnowski

School Business Official

Colleen V. Card

School Reopening Steering Committee

Committee Chairperson: Dr. Marianne Cartisano

Committee Co-Chairperson: Ms. Johanna Testa, President

Committee Representatives: Mr. Richard Panico, Vice President; Mr. Keith Frank, Trustee; Ms. Noelle Dunlop, Trustee; Ms. Lisa Reitan, Trustee; Mr. Seth Lipshie, Deputy Superintendent; Ms. Susan Craddock, Assistant Superintendent; Ms. Colleen V. Card, School Business Official; Ms. Sandra Wojnowski, Executive Director for Educational Services

✓ **Meeting Minutes for July 1, 2020 - 4:00 pm to 5:00 pm – Committee Orientation Meeting**

Dr. Cartisano welcomed the 136 volunteer committee members and thanked them for volunteering their time to help the District plan for the future. The purpose of creating these committees, is to examine the best ways to optimize education in Miller Place School District under new conditions for the upcoming school year. She reviewed that we are still waiting on guidance from the New York State Education Department, the CDC, the Governor's Office, state and local health departments and/or the Suffolk County Executive's Office, the District is looking to prepare potential ideas, strategies and approaches that will fit into the upcoming guidelines. We look forward to the exchanging of ideas, discussions and suggestions of potential plans that will best fit Miller Place School District.

Dr. Cartisano reviewed the goals of the committees:

1. Propose suitable, practical and effective practices to best educate the students of Miller Place School District under these circumstances.
2. Identify barriers and obstacles to educating the students of Miller Place and the best ways to remove or reduce these barriers and obstacles to the extent possible.
3. When guidelines become available, provide additional ideas, feedback and input to the Board of Education and Central Administration to make final decisions.

Dr. Cartisano reviewed the following information:

- Although it has been reported in local and regional newspapers that there are various plans due to either the Governor's Office, or State Education Department, specifically a July 15th deadline has been stated, this information was released in error. As of today there is no reporting deadline.

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- We have not been advised if opening of schools decisions will be statewide, regionally, or locally by each school district.
- Originally, we were going to wait for guidance to begin our committee discussions, absent this guidance, we made the decision to begin now rather than wait any longer.
- Dr Cartisano reviewed the Task Force which consists of seven committees as follows:
 - **Steering Committee** – Board of Education Trustees and Central Office Administrators
 - **Communications Subcommittee**
 - **Subcommittees** –
There will be five subcommittees each will be chaired by a Central Office Administrators and Superintendent. The subcommittees are comprised of a combination of parents, administrators, and union representatives – teachers, operations, clerical and nurses. We expect there will be cross-over discussions between committees. The subcommittees are as follows:
 - **Operations Subcommittee** – The topics of committee discussion are: School Calendar, Facilities, Transportation Services, Food Service Program, Security, Grounds and Playgrounds, Visitor Policy, Budget, and Use of Facilities
 - **Health and Safety Subcommittee** – The topics of committee discussion are: Nurses Offices, Athletics, Student Clubs, Activities and Events, Staff Mental Health, and Employee Workspaces and PPE
 - **Learning & Instruction Subcommittee** – The topics of committee discussion are: Remote Learning, Hybrid Learning, In-School Learning, Specific programs with unique variables, Shared Instructional Materials, Professional Development, SEL/Mental Health Students, and Assessment and Grading
 - **Special Education Subcommittee** – The topics of committee discussion are: In-District Programs, Out-of-District Programs and Home Services
 - **Technology Subcommittee** – The topics of committee discussion are: Devices (Distribution, Staff, Students), Access (Teachers and Students: In-District and Out-of-District), Digital Citizenship (AUP), Support Learning Platform (Elementary and Secondary), Professional Development – Teachers, and Staff, Students, Parents (Summer and September)
 - **The subcommittee meetings are held at 4 pm to 5:30pm via Zoom as follows:**
 - **Monday** Learning and Instruction
Operations
 - **Tuesday** Special Education
Health and Safety
 - **Wednesday** Technology