

**WAYNE FINGER LAKES BOCES
DISTRICT SHARED DECISION MAKING TEAM
ANNUAL REPORT 1998**

Current Membership:

Angela Bartow	Teacher
Mattie Bicknell	Community
Jennette Bookston	Student
Laura Button	Student
Lynn Everling	Coordinator
Lynn Gay	Board Member
Kathleen Holtz	Support Staff
Kathy Kerr	Parent
Chris Manaseri	School District
Joe Marinelli	District Superintendent
Linda Orell- Fair	Teacher
Sallie Sanpietro	Parent
David Schnieder	Teacher
Lynda Scribner	Administrator

Members Leaving during the past year: Ethan Todd, Tanya Lent, Sherri Muniz, Sandy Keller, Bob Patterson, Fred Zamperetti, John Cochol, Mary Jane Smith.

The team is currently looking for an additional administrative representative and a businessperson.

Meeting Dates:

October 1, 1997	May 6, 1998
November 19, 1997 (Joint Meeting w/ Core teams)	June 3, 1998
December 17, 1997	July 23, 1998
February 4, 1998	September 23, 1998
April 1, 1998	November 4, 1998

The team began last school year with a review of the survey results which were compiled in August of 1997, based on data we had received from our internal customers - current and past members of core and district teams - on a written survey distributed in Spring '97. This provided the impetus for us to plan our first joint team meeting, which was held in November. The results of the survey were the focus of that meeting, and we tried to structure our evening together around improvements which needed to be made in the structure and process of SDM throughout BOCES. It was anticipated that the joint meeting would become an annual event, and that was included in a cycle timeline for issue identification and team training.

As a result of feedback from both the survey and the joint meeting, modifications were made to the District Plan, including the cycle timeline and the SDM graphic on purpose (Appendix G). These changes were included as part of the Biennial Review. The Biennial review of the District Plan was completed in the Fall and approved by the BOCES Board January 26, 1998. This is the second biennial review we have completed since Part 100.11 became effective in 1994. Communication became the focus of the District Team's plans for the ensuing year, along with training and modeling the Quality Improvement Process. Jim Cocola's availability as a resource to the team is a major part of our progress. Modified plans and new notebooks with up-to-date minutes, membership, and support information were provided to all members, new and veteran.

The Spring was devoted to brainstorming approaches to improving communication between Core teams and the District team, using the Quality Improvement Process, and dealing with customer specifications regarding communication needs. Those specifications involve timely, two-way communication which is relevant, factual and systematic. The goal for this communication was defined as illustrating all we have done, all we are doing, and all we could do that focuses on and/or relates to student achievement.

The June end-of- year meeting was followed by a team dinner at Trombino's with spouses and/or significant others invited to join us. The summer found us meeting to define the specifics of a communication plan which we hope to implement in full during the current school year (1998-99). The plan calls for ten specific items accomplished through two general means: the joint SDM meeting of all Core Teams with the District Team (November 9,1998) to focus on process issues, and the publication of a BOCES SDM newsletter highlighting student achievement-enhancing efforts by all teams to date and on-going. We anticipate this newsletter will be semi-annual or quarterly with a strong connection to the Strategic Plan for the organization.

In summary, this active but changing group has chosen to focus its efforts on the improvement of communication regarding the process and progress of Shared Decision Making in addressing improved student achievement. The major vehicles for improved communication center on a plan which involves a joint meeting of all teams and a newsletter in development. Continuing efforts at recruiting and training new members for SDM teams and continuous improvement of our plan and processes also characterize this group's on-going efforts to successfully implement your plan for involving all stakeholders in the central decisions of this organization.

Respectfully Submitted
November 5, 1998
C. B. Manaseri
Committee of One