

# HEMPSTEAD MONITOR RECOMMENDATIONS FOR 2022-2023

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# Recommendations

#	ACADEMIC RECOMMENDATIONS	STATUS	EVIDENCE
A1	The District shall continue to have 90% of elementary and middle school students take the state language arts and math exams	Modified	The percent of students in each school building arranged by grade will be provided to the monitor within 30 days of the end date of administration of the state tests.
A2	The District shall continue to place student performance data, to include but not be limited to attendance, enrollment, participation and performance on all assessments, discipline, support program service enrollment on Forecast 5, Branching Minds, or their equivalents. To the extent possible all data will be disaggregated by demographic and /or service eligible subgroups.	Modified	Forecast 5 and Branching Minds Dashboards with headings for all data sets.
A3	The District will continue gathering comparative data using NWEA, I Ready, STAR and state testing protocols to determine annual growth for K – 8 students within the math and language arts programs. 60% of the students will: on a year-to-year comparison for single administration exams remain at the same level in their respective grade, for example, on the state test a three in 2022 will remain a three on the next grade level in 2023, or in a September to June administration cycle show a year’s growth. The District should consider reducing the number of testing protocols.	Modified	Data from September 2022 and June 2023 administrations of NWEA, I Ready and STAR (using both English and Spanish versions).  Data from spring 2023 state exams.
A4	Recommendations by the District for continuation, modification or replacement of the elementary reading and math programs shall be made for inclusion in the 2023-2024 school district budget.	Modified	Mid-year data from administration of I Ready, NWEA and STAR will be used as basis for recommendations.  Recommendation to include a methodology if change is needed and an estimated cost for inclusion in the 23-24 budget.

# Recommendations

#	ACADEMIC RECOMMENDATIONS	STATUS	EVIDENCE
A5	All elementary and middle school teachers shall continue to be trained on the use of reading and math test data including but not limited to NWEA, STAR (in both Spanish and English), and I Ready results to better inform instruction.	Modified	A list of 2022-2023 school year training sessions, topics covered, and participants (name, grade, and school).
#	ACADEMIC RECOMMENDATIONS	STATUS	EVIDENCE
A6	The District shall continue its activities designed to reduce the percent of students chronically absent and increase the average daily attendance. During the summer following the school year the District will evaluate the effectiveness of these activities.	Modified	<p>Average daily attendance and chronically absent reports on Forecast 5 by grade and school.</p> <p>Daily logs of attendance teachers and/or other professional, medical, or clerical staff assigned to attendance follow-up.</p> <p>Minutes or notes from building or district meetings where student attendance is discussed.</p>
A7	The middle and all elementary schools shall continue their registration as IB schools.	Modified	A list of activities by school needed to maintain continued registration in IB.
A8	8 <sup>th</sup> grade students will be enrolled in and take the exams for at least a regent's math and a regents science course and where appropriate a regent's course in social studies.	Modified	A list of 8 <sup>th</sup> grade students and enrollment status in Regent's Algebra I, Earth Science, Living Environment and US History.

# Recommendations

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A9	In concert with Receivership activities the District will continue activities to increase incrementally the 4yr regents' graduation rate, the percent of students graduating with a Regents Diploma with Advanced designation, and enrollment in and the number of students taking exams for AP courses.	Modified	<p>The number and percent of regents diplomas in June and August 2023 for the high school and the District.</p> <p>The number and percent of regents diplomas with advanced designation for June and August 2023.</p> <p>A list of AP course offerings, and the number of students by grade enrolled in one, two or three or more AP course(s) divided by the number of students in the grade level cohort.</p> <p>All results should be disaggregated by race, ethnicity, and enrollment in or receipt of services because of ELL or IEP status.</p>
#	ACADEMIC RECOMMENDATIONS	STATUS	EVIDENCE
A10	All students will participate in grade and age appropriate SEL programs.	Modified	List of programs and a calendar of events or schedule of activities by school and grade.
A11	Integrated co-teaching will continue to expand as the number of eligible students increase.	Modified	A list of the classes with student numbers arranged by school and department courses at the secondary level.
A12	The District will reexamine reading and math English and Spanish test performance of students enrolled in various ELL programs to determine program efficacy and will modify offerings and placements based on the data.	Modified	<p>Lists of students by program and by building with accompanying test data to include at least, STAR, NWEA, I Ready and state protocols.</p> <p>Budget and staffing recommendations for 23-24.</p>
A13	The District will consider for placement in the 23-24 budget instructional models that emphasize biliteracy	New	STAR testing results for ELL students in Spanish and English reading.
A14	Teacher observations and evaluations shall be submitted to the personnel office by the contractual deadline.	Current	List of any teacher by building for whom an evaluation was not completed on time.

# Recommendations

#	ACADEMIC RECOMMENDATIONS	STATUS	EVIDENCE
A15	At least two weeks before the annual meeting at which the Board of Education will consider tenure recommendations for teachers, folders for each candidate including at least one year of observations and the current evaluation will be made available to members of the Board for their review in the Districts Central office.	Modified	Folders for each teacher on the docket where teachers are being considered for tenure.
A16	PTA meetings at each school will continue to be held in person and virtually on a monthly schedule.	Modified	A schedule of meetings by school and where possible a list of attendees at each meeting.
A17	Student or staff attendance and where appropriate student or staff activities and performance shall be provided annually within 30 days of the close of the school year for all participants in supplemental programs supported by Federal or State grants to the Superintendent.	Modified	A list of programs, activities, participants, and attendance included in State or Federal grants.
A18	The District shall continue annually to maintain a number of permanent substitutes assigned to each building based on the average daily attendance of teachers assigned to that building.	Modified	A list of permanent substitutes by building. ( a permanent sub is a teacher hired by the district, paid at a per diem rate to be determined each fiscal year and guaranteed work for no less than 175 school days)
#	ACADEMIC RECOMMENDATIONS	STATUS	EVIDENCE
A19	The District shall maintain a list of professional development activities provided to certificated staff and attendees at each activity annually for each fiscal year.	Modified	A list of professional development activities for certificated staff and attendees.
A20	Principals will provide to the Superintendent at the end of each semester actions they took to maintain high teacher attendance.	New	A list of activities by building designed to maintain high teacher attendance.
A21	Middle and high school teachers providing instruction in English, math, science, social studies, world languages or home language arts will develop for use during the 22-23 school year departmental assessments for use as midterm and final exams for all courses unless there is a Regent's or AP exam at the end of the course of studies.	New	Copies of midterm and final assessments in English, math, science, social studies and second languages arranged by course title and building.
A22	Multi-tiered intervention and support services will be implemented and evaluated during the 22-23 school year	New	Lists of tiered services by building.  Student growth by service by building

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#	ACADEMIC RECOMMENDATIONS	STATUS	EVIDENCE
A23	Phonics instruction will be incorporated during the 22-23 school year into reading instruction in all k to 3 classrooms. When needed teachers will be trained in its use.	New	Decoding skills for K thru 3 students as measured by iReady by grade and school.  List of staff phonics training sessions and participants by school and grade.

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# Financial Recommendations

#	FINANCIAL RECOMMENDATIONS	STATUS	EVIDENCE
F1	The District shall take such actions as are necessary to ensure that the District does not overspend the 2022-2023 budget.	Current	June 30,2023 Expenditures
F2	Assuming accurate approved operating expense (AOE) data is available, the District shall use the state formula for developing its annual charter school tuition estimate for inclusion in the 2023-2024 budget.	Current	January 2023 estimate of AOE.  Charter school enrollment estimates for 2024 from charter schools
F3	The District shall develop, immediately following the hiring of a Director of Technology, the first of a multi-year plan for providing and/or replacing all electronic equipment, to include but not be limited to laptops, desktops, classroom smartboards, wi-fi nodes, servers, telephones, and any device that operates on its current wi-fi network.	Modified	A written technology plan using the current budget numbers.
F4	The District shall include in its 2022-23 technology plan items to include the inventorying, repairing, maintaining and where appropriate insuring all district owned electronic devices.	Modified	A written plan and budget for inventorying, repairing, maintaining and insuring where appropriate electronic devices.
F5	When vacated, positions in the business office will be filled as rapidly as the hiring process will allow.	Modified	A list of vacancies and the name and date of appointment for the replacement.
F6	A Smart Bond plan to fully use the remaining funds will be submitted to the state for approval prior to the end of this fiscal year.	Current	A written plan.
F7	ARP and ESSER II funds will be used in accordance with the plans approved by the State Education Department, and the budgets will not be over expended.	Current	Proposals and FA 10's matched to expenditures.
F8	The District should continue to work with legislators to reduce the fiscal impact of charter school tuitions on the annual budget.	Current	Written proposals to and schedule of meetings with legislators.

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#	FINANCIAL RECOMMENDATIONS	STATUS	EVIDENCE
F9	Agreements with attorneys representing the District will clearly and specifically outline services and costs covered by retainers and hourly chargers to better contain costs	Modified	Copies of retainer agreements approved by the Board for the 22-23 school year and for the 23-24 fiscal year.
F10	The district shall appoint a treasurer and District Clerk pro tem at the annual reorganization meeting and establish hourly rates for when their service is required.	Current	Action item on the reorganization board minutes.
F11	The District shall develop a proposed budget for the 2023-2024 school year in accordance with the budget calendar adopted by the Board of Education.	Current and updated	Adopted budget by the Board for the 23-24 school year.
F12	2021-2022 recommendations from the external auditor will be implemented during the 22-23 school year.	Current but updated	Auditor's recommendations based on 21-22 expenditures and the district action plan
F13	All Medicaid reimbursement for which the district is eligible during the 22-23 school year will be applied for in a timely manner.	Current	Amount eligible and amount for which applications were submitted.
F14	All STAC forms will be submitted on time.	Current	List of eligible student #'s and date of application.
F15	Contract service providers shall be monitored by the District to ensure that their services are provided on time and in the manner described in their contracts. The District shall modify or terminate contracts of vendors who do not perform services as described in their contracts.	Current	List of contracts approved by the Board of education for the 22-23 school year, requests, and approvals for payment.
F16	By September 15 of each fiscal year, settlement amount or estimates from outstanding litigation shall be submitted to the Business office and the external auditors by District Counsel	Current	List of outstanding litigation and amounts to be paid for each.
F17	Attendance of custodial and maintenance staff will be monitored by the Director of Facilities and Operations with a mid and end of year report to the Superintendent of unresolved problems.	New	Mid and end of year reports to the Superintendent identifying unresolved problems.
F18	The Clerk of the Works will manage the implementation of the Energy Performance Contract (EPC) and the 2022 Bond referendum and ensure to the extent possible that the timelines for work scheduled are met.	New	Schedule of and agenda for meetings with contractors and architects.



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#	GOVERNANCE RECOMMENDATIONS	STATUS	EVIDENCE
G1	Within three months of receipt, the Board will act on policy changes recommended by NYSSBA school district counsel and shall implement such policy in accordance with a schedule established by the Board. If a policy is developed by NYSSBA or counsel at the request of the Board, the Board shall act on the policy within three months of receipt and implement the policy in accordance with a schedule established by the Board.	Current	A list of policies acted on by the Board during the 2022-2023 school year
G2	The District shall place on either a special referendum or a referendum on the ballot in May,2023 a proposition to reduce from 3 and 2 miles to 1.5 miles the distance beyond which students may be transported. In preparation the District by the end of January,2023 shall have a feasibility study conducted that shall include but not be limited to the numbers of students affected, estimated costs, state aid, and identification of school safety zones, if any, within the district.	Current	A proposition approved by the Board for voter consideration.  A written feasibility study.
G3	Beginning immediately, the Board of education shall approve all personnel recommendations of the Superintendent that have been submitted in accordance with Board policy, unless withholding of approval is based on cause. (Cause shall be defined as withholding approval for reasons connected to the failure of the candidate to meet the qualifications of the position or reasons connected to the candidate's moral character that would preclude them from working in a public school setting)	Current	A list of recommendations by the Superintendent not accepted by the board and the reason(s) for withholding approval.
G4	The District with its Architects will develop the plans and specifications for a bond referendum that will add sufficient space to the elementary buildings to replace all remaining portables used for instructional purposes.	Modified	A proposition for voters to consider at its annual meeting (vote) in May,2023
G5	Annually be February 1 of each school year the District shall update the enrollment study provided by Western Suffolk BOCES for use by the District in developing its next year's budget.	Modified	A written update from Western Suffolk BOCES.

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G6	The Board of Education audit committee will meet 4 times during the 2022-2023 fiscal year.	Current	A list of meeting dates and the agenda for each meeting.
G7	Board members shall inform the Superintendent as soon as possible of any complaints or concerns made directly to them that involve students or staff, could affect the operation of the District, or could result in litigation.	Current	Copies of emails or other means of communication sent by Board members to the Superintendent identifying problems or complaints communicated directly to them.
G8	The Board and Superintendent shall cease placing on the Board agenda "Hand Carries" unless accompanied by a rationale as to why it could not have been part of the regular agenda	Current	Copies of hand carries with rationale.
G9	Board members will at all times follow Board policy when visiting school buildings.	Current	List of unannounced visits by building.
G10	Pursuant to Commissioner's regulation 100.2(o)(1)(vi) the Board of Education shall annually review the performance of the superintendent of schools according to procedures developed by the Board in consultation with the superintendent. Such procedures shall be filed in the district office and available for review by any individual no later than September 10 <sup>th</sup> of each year. By July 31 annually, the Board shall complete the annual evaluation of the superintendent.	Modified	A written evaluation of the Superintendent by July 31, 2023.
G11	The District will continue to investigate the residency of students for whom there is reasonable doubt that they live within the boundaries of the Hempstead public schools and take appropriate action should their residency in another community be confirmed.	Modified	A monthly list of investigations by school and their current disposition.
G12	By the December regular Board of education meeting the public relations firm contracted by the District will submit a plan and timeline for implementation to the Superintendent and the Board on how the District can improve and better use its website and a variety of electronic	Modified	A written plan and implementation timeline.

# Recommendations

	platforms to provide the community with current and accurate information that helps the community better understand what the District provides to its children. Upon approval of the plan, the District will implement the plan in accordance with the timeline contained in the plan.		
G13	When a new position is needed or a position is being redefined the Superintendent will bring a proposal to the Board of Education that includes a title, a job description and an estimated cost for Board consideration and approval. Should the position be approved by the Board the Superintendent will put in place the agreed to hiring process for the position and bring a recommendation before the Board at the earliest practicable opportunity.	New	A list of new or newly defined positions posted during the 22-23 school year.
G14	By no later than January 15,2023 the Board of Education shall notify the Superintendent of their intention to either extend her contract or not to extend her contract. Should they choose not to extend the contract they shall by no later than February 1,2023 commence the process to search for a new Superintendent.	New	Written notice to the Superintendent by the Board prior to 1/15/23  If needed, item for action at the December regular meeting to begin the search for a new superintendent.
G15	By no later than the regular Board Meeting in February 2023 the Superintendent shall recommend or not recommend the Assistant Superintendent for Business for tenure and the Board of Education shall act to accept or not accept the recommendation at that meeting. Should the Assistant Superintendent not be awarded tenure, the Superintendent will commence immediately a search for a replacement to be in place for the start of the next fiscal year but certainly no later than the end of the current contract with the Assistant Superintendent for Business.	New	A recommendation by the Superintendent to tenure or not to tenure the Assistant Superintendent for Business for Board action at the February 2023 regular Board meeting