

UNIONDALE UNION FREE SCHOOL DISTRICT

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TO: The Uniondale Community

FROM: William K. Lloyd, Ph.D., Superintendent of Schools

DATE: December 23, 2015

RE: **PROGRAM DELIVERY STUDY STEP 2:
PUPIL CAPACITY ANALYSIS OF THE SCHOOL BUILDINGS**

I am writing to you to provide you with an update on the study the Board of Education has undertaken to help answer the following question:

Are There Options That Might Provide Program-Effective and Cost-Effective Ways to Organize How The Pre-K Through 12 Program Is Implemented and Delivered Over The Next Ten Years?

The first step of the study included a ***Planning for the Future Workshop*** with the Board and Central Administration to identify the key questions and topics that will require discussion as Uniondale decides how best to implement and deliver the Pre-K through 12 Program over the next ten years. The result of the August 25 workshop is posted on the district's web page under the link, "**Program Delivery Study**".

The second step of the study is the preparation of a comprehensive analysis of the pupil capacity of each of Uniondale's school buildings. The ***Pupil Capacity Analysis Study*** is now posted on the school district's website. We encourage review of the information, which analyzes how the district is using the space available to serve pupils. Based on Uniondale's class size goals, the study also indicates to what level available pupil capacities are used now in the various buildings. Page 4 of the study provides a handy one-page summary of the results of the pupil capacity analysis.

**PROGRAM DELIVERY STUDY STEP 2:
PUPIL CAPACITY ANALYSIS OF THE SCHOOL BUILDINGS**

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The third step of the study is the preparation of a comprehensive *Enrollment Projection Study*. Like any successful institution, it is important for public schools to have reliable estimates about the number of students that can be expected to be served over the next 5 to 10 years. Such information is key to long-range planning by a school district. The Enrollment Study will be posted on the district's website later in January 2016.

Dr. Paul Seversky will be presenting the *Pupil Capacity Analysis and Enrollment Study* to the Board of Education on **Tuesday, January 26, 2016**.

The fourth step of the study is to identify possible program delivery options that the Uniondale School District *may* want to consider to deliver the program. The *Program Delivery Options Study* will be completed in February. There will be a community meeting in March in order for the consultant team to present the findings of the *Program Delivery Study*. It is important to point out the role of the guest consultant research team. Its role is to "hold up a mirror" to data about the school district, organize the data without bias, and identify and suggest possible options and *opportunities and challenges* of various scenarios to implement/deliver the educational program. The role is accomplished with transparency of the data, with no bias toward particular possible options, and without advocacy of which option(s) should be implemented. The only stake the consultant team has in what the Board ultimately implements is: "Did the work of the study help the district make the best decision possible to serve Uniondale students in the future?"

The fifth step of the study is to organize a focus group of community members to come together for a day to review and discuss the possible opportunities and challenges that various program delivery options may provide Uniondale. The report of the day-long work of a representative group of Uniondale residents becomes another tool for the Board and the Community as discussion and deliberation continues about how best to deliver the program and serve pupils in the future. More information about this step will be shared in late February to early March.

The sixth step of the study is implemented by the Board of Education and administrative team. It includes various meetings and discussions with the community and staff over a period of time about doable options that might provide program and cost-effective ways to organize and deliver the Pre-K through 12 program. The discussions are data-driven based on the study tools prepared by the consultant study team.

The seventh step is the possible decision to implement an option that has evolved from the study through Board-Administrative Team-Staff-Community discussion over many months.

I encourage you to review the *Program Delivery Study* tools as they are posted. It is important that the Board, administration, staff, and community have the same data and information to use in our mutual discussions about how best to serve the pupils of Uniondale in the future.

On behalf of the Board of Education and Central Administration, please accept our very best wishes for the holiday season.