

DOWNSVILLE-LIVINGSTON MANOR-ROSCOE SHARED SERVICES COMMITTEE

REFERENCE SHEET

1. Committee Roster will be provided. Please review for accuracy of contact information.
2. Purpose of the committee:

Objective - Share services/programs between and among three small, rural school districts that are currently served by one Superintendent of Schools for the purpose of cost saving, efficiency, and repurposing savings to support expanded student opportunities. *It is understood that the work services is inclusive of programs.

*Motivation to share comes from a “perfect storm” of factors all converging on schools at the same time.

*Goals -

- A. Gather information on school services that appear to have the potential to be shared between the three schools.
- B. Synthesize the information/data and compile it into a logical report outlining pros and cons of sharing specific services.
- C. Establish a committee of representatives from the three districts to determine which services should be shared, how the sharing will work, how and when the sharing will be initiated, and how the share will be documented and memorialized. Functions of the committee will be to:
 - a. Create a timeline and goals
 - b. Identify potential areas of sharing that need data gathered
 - c. Identify those areas where some type of sharing already occurs
 - d. Provide direction and advisement for the school administration in creating a process within which sharing may occur
 - e. Aid with public understanding of the initiative to share services and create a process for transparency
 - f. Report back to each Board of Education following each meeting
 - g. Study the “Shared Services Review Report” and help determine what services to begin sharing, how best to initiate, and when to initiate
 - h. Approve a final report to each Board outlining the work and recommendations of the committee
- D. Implement the sharing of the selected services

3. Meeting Format:

*Meeting locations will be rotated between the three school districts.

*Monthly meeting dates will be scheduled, but cancelled if not needed.

*Every effort will be made to keep meeting lengths to one hour.

*If discussion strays from the agenda, the facilitator will, respectfully, re-align the discussion to the topic.

*All opinions will be respected, all committee members are of equal standing.

*The committee purpose is to explore the sharing of services and programs, NOT Studying, exploring, considering or by any other means dealing with the merging or consolidating the three school districts.