

**Official Minutes**  
**Home/Hospital Program Planning Committee Meeting**  
**Wednesday, December 9, 2020 - 1:00 PM**

Present: Chris Smith, Lisa Silverstein, Deborah Green, Pat Cain, Michele Mazzola, Kelly Nauerth, Laura Tai-Maneiro

1. **Approval of November 2020 Minutes**: Approved.
  
2. **Teacher Websites and 121 Addresses**: Lisa asked for clarification from Chris whether or not teachers must post their Google 121.org email addresses on our teacher websites. There is some trepidation about these particular emails because several teachers in our unit have IDs that consist of identifying numbers they can not change. Therefore, due to security reasons, and because our IDs are attached to so much of our personal data, we are asking to have the option of posting only our name based rcsdk12.org email address. Chris agreed to our request and is fine with this solution as long as one of our district emails is posted.
  
3. **Attendance - Update on P-Async versus Absent Unexcused**: At this time, it is advised that when you make any contact with a student or parent on the day of question, you should abide by the district attendance policy and mark this student (**P-Async**). If a student is refusing to actively take part in their lessons during a scheduled Zoom meeting, their grades will ultimately reflect their lack of participation unless they make-up the work independently at a later time. Chris also mentioned that on Wednesdays when attendance for students is automatically defaulted to (**P-Async**), that if no contact of any kind has been made on Monday, Tuesday, Thursday, or Friday, then you may opt to change the Wednesday default (**P-Async**) to (**Absent Unexcused**).
  
4. **APPR**: Chris let us know that APPR requirements for other teachers in the district is moving forward. Lisa reminded us that prior to APPR, we were only required to provide an end-of-year self-evaluation and that APPR does not apply to teachers in the H/H unit. Chris will continue with his weekly informal walkthroughs, and will check into whether or not a formal observation is necessary.
  
5. **Discussion of District Plans**: Chris told us that the district plans to begin a hybrid model (in-person/remote) learning plan on January 5th, 2021 for SPED students only. On February 1st, 2021, the district also plans to allow elementary students (K-6) to return to hybrid learning. However, it is not clear when middle school/high school students will have the option of returning to school for (in-person/remote) hybrid instruction. According to Chris, it is possible this could happen at the end of February, but currently there is nothing *set in stone*. Parents and students do have the choice of remaining on remote learning and are being asked to inform the district of their preferences by the end of this week, December 11th, 2020. There are many complex details and unanswered questions that still need to be addressed before anyone knows anything definitive. Chris will keep us updated as he learns more information via the Superintendent.

6. **New Business**: Chris says that informal walkthroughs are still going very well. He mentioned that there are a few students with attendance referrals, but teachers are working hard to engage these students and provide them with an opportunity for success.

7. **Next Planning Meeting**: Wednesday, January 13, 2021 - 1:00 PM