

Home/Hospital Planning Committee Meeting
Wednesday, May 9th, 2018 -7:30AM

Present: Tony Robinson, Candace Rubin, Deborah Green, Lisa Silverstein, Lauri Davis, Michele Mazzola, Kelly Nauerth

1. Minutes of April 11th, 2018: Approved
2. Open Home/Hospital Positions: We believe Ann Dick plans to remain at the Rochester International Academy. If so, she needs to relinquish her Home/Hospital position and request to change units before her position is available. Candace will call Ann to discuss her options. We also have two other positions open: we only filled 3 of the 4 approved hirings this spring and Lauri Davis is retiring in June.
3. Summer School: Kelly is working on the list of students for Home/Hospital Summer School. There are already 15 students with full year IEP placements and/or students with medical needs. As for our teachers, the names of those who applied are in place and the board resolution is written. These will be in either the May or June board resolution. Sandy Jordan is running summer school for the entire district, including the ESY program. She assigned Tony to make our assignments. Kelly will contact RTA regarding the grievance that was already settled verifying that the Home/Hospital Assignment Coordinator is a year-round position.
4. Supply Budget 2018-19: Tony reported that we get a program supply budget allocated by the district. He disperses it based on our needs, rather than giving each person a certain amount. Orders for next year can be set in place in late June to be made after July 1st. The iPad purchases for students have been put to good use. We can also go through the Match team to obtain materials for special needs items.
5. Extended Day 2018-19: Tony said there is money available every year for both sides of the program (Title 1 funds). We asked if we receive our own, but Tony said the district gives it for the program as a whole and it is based on the average number of students we have. One H/H teacher is currently working at the after school and Saturday review sessions and another is available. Their names will either be on a board resolution or they will be called in as substitutes. Tony keeps track of the number of students and will call in more teachers, as needed.
6. Operating Procedures: Lisa reviewed the changes to our June 2015 Operating Procedures. We made a few more updates to better reflect current practices and will approve them at the June Planning Meeting.
7. Unfinished Business: A Professional Development workshop was submitted for Candace Rubin and Gayle Keating. It was for 30 hours, but teachers can only receive up to 20 hours for one PD. Candace sent Tony an email verifying their completion. The PD application was approved for 20 hours.

Next Planning Meeting: June 6th, 2018 @ 7:30AM