

**Home Hospital Program Planning Committee Meeting**  
**Wednesday - October 11, 2017 - 7:30 AM**

Present: Tony Robinson, Candace Rubin, Debbie Green, Lisa Silverstein, Lauri Davis, Kelly Nauerth

1. Minutes of September 13th, 2017 Meeting: Approved
2. Status of Unfilled Job: Tony is working with HCI on our staffing template because it is incorrect. We should have a 1.0 position available, but only have a .5, according to HCI. We also need to verify that the seniority list being used by Central Office is accurate.
3. Possibility of Budget for Caregiver PDs: Tony said the district does not like to use budget money for food. They prefer to approve items used to help deliver instruction, but will include food for student/parent programming.
4. Status of Grievance on SMS: Tony isn't aware of a grievance regarding SMS. We grieved the process last year when we were taken out of SMS schedules and Power Teacher in favor of "bucket" attendance. Tony sat down with CO and they explained why the "bucket" list works better than having to assign what could amount to over 70 classes for our teachers. Our new counselor, Rachel Wilson, is doing an excellent job with scheduling.
5. Procedure for Observations: Tony explained that our observations will be similar to last year. He plans to begin by mid-November and will give us dates so we can inform our parents. Tony learned the hard way that our schedules can change almost daily, so he will set a schedule in advance. If there are concerns with the instruction he sees, Tony can observe us more than once.
6. Discussion of Options for Pursuing Grant Money: Tony agrees that securing grant money is a great thing. OACES has some highly trained grant writers who might be a good resource.
7. Updates on Extended Day: Tony hasn't heard anything yet, but the money will not come out of Title I, as there is only \$500 in that fund.
8. District Budget Requests for December: District staffing meetings start in November. They are examining comprehensive programs for next year, but Home/Hospital is a separate unit servicing different students.

Next Planning Meeting: Wednesday, November 15th, 2017 - 7:30AM