

Home/Hospital Planning Committee
Wednesday, March 8th, 2017 - 7:30AM

Present: Tony Robinson, Candace Rubin, Eva Zweifler, Lisa Silverstein, Lauri Davis, Deborah Green

1. January 4th, 2017 Minutes: Approved
2. Clarification on Observations: Observations and evaluations are two different things. As per a meeting at RTA on March 2nd, it is Tony's understanding that there will only be one observation per Home/Hospital Teacher per year. The teacher can choose whether they would like this to be an unannounced or announced observation. We can also choose the student. While this is entered into PeopleSoft, it is only an evidence-based observation, not evaluative. With Kariann moved to Northstar, Tony will be taking over the Special Ed teacher observations. Lauri and Tony will check with Kariann to see which Special Ed teachers have already been observed. Tony is advocating for CO to appoint a new CASE ASAP.
3. Clarification on Evaluations: Our Self-Evaluation document will not be put in PeopleSoft, but placed in our folders. We reviewed the updates to the Evaluation form. We will bring this to Home/Hospital teachers at a union meeting next week and then finalize. This document can be turned in by May 1st, but as it is already March, we agreed that the deadline is Monday, June 5th for this year. Paper copies should be submitted to Tony. This is an agreement for 2016-2017 school year and through the life of the contract. The evaluation form is a living document.
4. Teacher-on-Assignment Positions: These positions are to be posted each year. As Laurel is retiring in June, we need time to have her train a new teacher. We will post all Teacher-on-Assignment positions along with the Subject Area Representative positions by May 1st, for approval at the May 10th Planning Meeting.
5. Summer School: With budget cuts, Tony reported there might only be 1 potential summer school building for 11th and 12th graders, as well as 12 month students. There will also be opportunities for elementary Special Ed students. Tony will make sure the district is aware of medical students in need of summer school Home Instruction. As we usually have at least 10 teachers, he will advocate for at least 5 in his board resolution. We also requested that Kelly should receive pay for the day after summer school testing and for a week before school begins.
6. Extended Day: We questioned if there is any Title 1 money. Tony said Regents Prep resolution is set for March 21st. He's planning to have rotating staff so all teachers (YM and H/H Teachers) can have the opportunity to come into the building to teach Regents Prep.
7. Substitutes: Last week, we had 9 students awaiting placement. As of Monday, Tony was told we can hire subs to cover the waiting list, but cannot hire any permanent teachers. We have only called in subs who have done the job before. A new crop of graduating college seniors should get on sub list for May and June.
8. Retirements: We have 3 teachers retiring, so far (2.5 FTE). We do not want the district to assign us teachers that they have removed from other buildings. Tony told Martha that we will not accept such teachers. We need to interview teachers to make sure they are a good fit for our program. We do not want any back-door deals.
9. New Business: Tony has the morning session planned for the April 7th Superintendent's Conference Day. HHT needs to plan afternoon. Eva and our Instructional Supplies Committee are meeting on Tuesday to plan the afternoon (approximately 12-3pm). Tony would like us to consider focusing on mental health challenges and Regents prep. He has no problems with us moving offsite as part of the afternoon. As we did last year, we requested that on the last day of school, Friday, June 23rd, HHT check out in the morning and have a luncheon offsite. Tony approved this request.

Next Planning Meeting: Wednesday, April 12th, 2017