

Home/Hospital Planning Committee  
November 9th, 2016 - 7:30AM

Present: Tony Robinson, Candace Rubin, Eva Zweifler, Lisa Silverstein, Lincoln Cromwell, Lauri Davis, Debbie Green

1. October 5th Planning Committee Minutes: Approved
2. Regents Review Planning and SAT Prep Classes: Tony reported that exams for the week of January 20th are ordered. Our students have a need for both Regents review and SAT preparation. Tony wants the best YM, IHA & H/H teachers to prepare our students. Planned Regents Prep Saturdays include: 12/3, 12/17, 1/7, 1/21. SAT Prep dates: 11/30, 12/7, 12/21, 1/11. There are minimal Title 1 funds available, so a Board Resolution to support these extra programs was submitted.
3. Chromebooks: We are still 12 books short. Tony will request more from Glen VanDerwater and will resend an email seeing who still needs a Chrome book. For safety reasons, Tony would also like to see all H/H Teachers be provided with a district cell phone. We explained that the district came up with an optional plan many years ago that had so many rules, most of us opted to continue using our personal cell phones instead. Tony plans to pursue district phones and leave it up to individual teachers to accept or decline.
4. PowerTeacher Issues, Schedules, Grades and Attendance: Tony commended us on a great job submitting our grade sheets. The registrar was able to input the grades. There was an issue, however, with additional classes not being on the schedules. There is a big disconnect between schedules and FAPE plans resulting from the problem that we cannot see the schedules in PowerSchool and PowerTeacher. The new bucket list plan isn't working and it seriously impacting our students. Candace has gone to the union to have discussions with the district on how to fix this issue. We might need to file a grievance against the process of us being removed as teachers of record while the students are assigned to us. Tony has been working to fix this, as well.
5. Recording lab minutes: With no access to PowerTeacher, we cannot enter the science lab grades and minutes. We need to protect the interests of our students, as they need these labs recorded accurately or they cannot sit for the Regents exams. As we move into Marking Period 2, Tony will have Mary Beth send lab grades and minutes to our registrar to enter.
6. Observations/Evaluations: If we are not subject to APPR, we questioned whether evaluations need be done. Tony explained there is a difference between stopping by for an observation and doing a formal evaluation at the end of the year. We pointed out that we are excluded from observations and evaluations in the main teachers' contract. Observations can be done by our supervisor, but they are not to be used as the exclusive basis for our evaluations. Tony was given copies of that part of the contract and we will discuss next time how the language in the contract impacts our evaluation process.
7. Substitutes: We have 4 substitute teachers working with no imminent need for more. When the time comes, Tony agreed to utilize our H/H New Hire Screening Committee.
8. Three, Five, Ten and Twenty Day Absences: Cecelia DeFranco is sending the 3, 5 and 10 day letters, which go out automatically. The 20-day referral letter is filled out by the teacher and should be given to Tony for review. We are still seeing attendance that is not accurate. Tony believes all entrance dates have been corrected, but we should contact Cecelia if we still see any inconsistencies.

9. Unfinished business: There is a H/H Instructional Supplies Meeting on 11/15. If a subject area rep needs money for books/supplies they should see Tony.
10. Goals for PD Incentive: Tony has not heard anything new about when these need to be completed.

Next Planning Meeting: December 14th, 2016 @ 7:30AM