

Home/Hospital Planning Committee
October 5th, 2016 - 7:30AM

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

1. September 14th, 2016 Minutes: Approved. Tony updated us on a meeting he had regarding APPR. He was told that since we are not “teachers of record,” we are not subject to APPR, but we are still subject to observations and evaluations. Candace requested that she or Martha Keating be invited to meetings regarding H/H RTA issues. Tony has asked that H/H counselor, Gerard Hopkins, be assigned to us full-time.
2. Unannounced Observations:
 - Tony is very impressed with the teaching he has seen within our unit, so far. Kariann will observe special education teachers and Tony will observe non-special ed teachers.
 - We described our concerns with dropping into houses unannounced, as some parents and students might be very upset. Tony said he will give us a two-week window when we should warn parents that our administrator might be dropping in to observe our instruction, not evaluate the student. As some of our students are very special needs, we pointed out that we have been allowed to request which students would be appropriate for observation. Tony says he isn’t trying to “catch us.” He understands these are just small snapshots of our teaching.
 - We discussed that our schedules can fluctuate daily, with student absences, temporary location changes, time alterations due to student appointments, etc... Tony agreed it would be in everyone’s best interest to call us on our cell phones to verify that we are at the location before he comes.
 - Candace pointed out that our contract only states we perform self-evaluations. Tony said we are free to complete these, as well. He will look at our contract.
3. Updates on Power School: We are not in Power School as teachers of record.
4. Update on Subs: We have 4 substitute teachers working in our program. We do not have a waiting list right now. Tony wants us to be proactive, however, so when the need arises, the district doesn’t send us unqualified teachers. Going into the homes isn’t a job everyone can do.
5. Deadline on Goals: Tony has no updates if we need to complete goals or when they need to be completed. If we are not teachers of record with APPR, we questioned whether we even need to complete goals.
6. Concerns about Student Allegations: A family made a charge against a H/H Teacher. Tony explained the procedures that were followed were done quickly to exonerate the teacher. Dave Wurtz from RTA was on hand to protect the rights of the teacher. Tony said any parent can make allegations and we can’t turn a blind eye, but need to follow through as mandatory reporters once an allegation is made. In these situations, Tony said he makes it clear to parents that the family will also be under scrutiny. Tony believes we should never put ourselves in a situation where we feel uncomfortable in any way and we can be vulnerable going into certain homes. Tony still feels that public places are safer for us, but he better understands now that this is not always possible with some of our students.
7. Chromebooks: We all received hot spots and computers, but not Chromebooks. We gave Tony many reasons for the need. He will speak with Glen VanDerwater to try and secure Chromebooks for us.

8. E-Mail Protocol: Sometimes there are people cc'd on an email that aren't a part of the situation. Candace can speak with Tony offline about any individual concerns.
9. Signing of PDs: All submitted PD Requests were approved.
10. Printer: Tony is very upset with the lack of support we are getting from the technology department with our printer and Wi-Fi issues. He is still trying to resolve these issues.
11. Supply Money: In the past, H/H teachers have been given a supply budget ranging from \$50-\$100. Tony is not aware of this, but said that If we have a need, we should see Lisa Cummings.
12. Unfinished Business: Last year, we ran an Extended Day Program after school and on weekends for Regents exam prep. Tony said the money for this type of program is not available and there is minimal Title 1 Program money available right now. He is working on getting more money by November for this type of program for all YM, IHA and H/H. In his past programs, students were provided with bus passes, as well as breakfast. If there are medical students who cannot attend, we can discuss these issues.
13. Attendance Issues: Central office is behind, but is working on fixing attendance issues. Students' dates are not accurately reflecting start dates. We should check our Intake sheets vs. the dates in Power School and send Kelly any inconsistencies that need to be corrected.
14. Back Door: Tony said an external ID card reader was put up and we should have access. We will check and verify that they work.

Next Planning Meeting: Wednesday, November 9th, 2016 @7:30AM