

Home/Hospital Planning Committee

Wednesday, December 16th, 2015 – 7:30AM

Present: Joe Baldino, Candace Rubin, Eva Zweifler, Lisa Silverstein, Lincoln Cromwell, Lauri Davis

1. Minutes of November 18th, 2015 Meeting – Approved. We went through the November minutes with Joe Baldino to explain details of our program addressed in the minutes. The new .5 H/H Counselor's name is Gerard Hopkins.
2. Chrome Books: We expressed our concerns that the old Netbooks (that we were told were being "phased out" by the district) are ineffective and virtually useless due to their slow speed and small screen size. Joe will speak with Glen VanDerwater about Chrome Books for the teachers who have requested them. (Update: These were available for pick up on 1/8/16)
3. Staffing: Two H/H special ed substitute teachers were hired. Ben Yagoda and Jill Paris worked with us before. Roger Rouse is next on the sub call list. We questioned the process for hiring substitutes for our program, as these teachers represent our unit out in the community. We feel that there should be at least two H/H teachers screening subs before they are hired by central office. We do have a new hire screening committee that can be utilized, as well.
4. Parking at Hospital: Since the Strong Hospital Director's Office is ending our parking validation as of January 1st, 2016, Brenda Ellison had sent an e-mail that we should submit our receipts through Concur for parking reimbursement. As this might require the district to cover \$6 a visit, per teacher, Lisa Silverstein will get Joe a contact person at Strong to discuss having Golisano Children's Hospital take over our validation or possibly the district can make arrangements for a monthly parking pass for our teachers who visit daily, which might be cheaper than the \$6.00 per day rate.
5. PD – As we work with many special ed students and we'll have substitutes with less experience coming on board, Joe Baldino suggested a PD on working with traumatized students (PTSD and other high needs issues). We agree this is a good idea that might interest all of our members.
6. Extended Day: Candace explained to Joe that we have an application in with Cheryl Wheeler. There are 6 teachers looking to work an extended-day program on Saturdays starting in January, but we have not received final approval. Joe will contact Cheryl for a status update.
7. Budget for Books: We explained that we have a backlog of items to order. There are new Common Core review books and other items necessary to keep our resources current. We have never seen our actual budget numbers for this, but the H/H Subject Area Representatives meet four times a year to assess our needs and place orders through the administrator. Joe can check with Jennifer Gkourlias.
8. Audit of HHT Time: Jennifer Gkourlias is looking into our program. We explained to Joe that we have 2.5 teacher release time through a Memorandum of Agreement signed last year. Lauri Davis is 1.0 as the H/H Special Ed Consultant Teacher, Kelly Nauwerth is 1.0 as the H/H Student

Assignment Coordinator, Sally Decarolis is .25 as our PD and Website Coordinator, and Laurel Hardgers is .25 (or greater) as our Resource Specialist. As needed, Laurel will be assigned .75 students. When assigned students, Joe suggested that Laurel can post the hours she will be available in the book room. We suggested that Laurel might be assigned students who can be seen in the building. Joe will talk to Laurel and Kelly about this.

9. Mileage: Even though mileage is submitted online, we asked which administrator will approve our mileage, as we have had some recent turnover. (As per 1/6/16 e-mail from Lisa Traficante-Loncao, if we enter mileage in Concur as usual "it will roll to Jennifer Gkourlias for approval.")
10. Observations: Joe is aware that only Vera Avgarska is new and probationary. He is not currently doing observations and is not sure how the district will proceed with evaluations come January.

Next Planning Meeting: Wednesday January 13th, 2016 @7:30AM