

Home/Hospital Program-Based Planning Committee

January 12, 2015 – 3:00PM

Present: Dr. Mary Aronson, Candace Rubin, Dede Ranger, Lisa Silverstein, Gayle Keating

1. December 8, 2014 Planning Minutes – Approved
2. Status of Laid Off Teachers – Lincoln Cromwell and Deb Green were rehired back as of today. Deb will finish out working at YM and re-join us on February 2nd. This will bring us to 29 H/H teachers. Mary said that the district doesn't have to replace teachers who retire, so it is possible we might lose teachers through attrition.
3. Teacher-on-Assignment – We discussed implementing the release time related to the job descriptions we submitted last month. As of today, we have Kelly Nauwerth at 1.0 and Lauri Davis at .75, we would like to see Laurel have .25 for the book room and Sally have .25 for PD. We have .25 we could reserve for testing or other needs.
4. Observations Update – Mary is switching to formal observations, since they need to be done by April. Lisa Cummings will send out a sign-up sheet with Mary's availability.
5. Testing – Testing will run similar to last year, with Kelly coordinating. Unless it is a course ending with Regents exams, January finals are teacher-made.
6. Hiring of Substitutes – We have 7 substitute teachers working now, with 2 “on deck.” More can be added in the future.
7. Bookroom – Lauri is going to be trained by Laurel as another person to check-in /out books on Destiny. File cabinets will be placed back in the bookroom. We'd like to keep old materials, as certain classes may return. Kelly will start providing unofficial transcripts with the student assignment sheet so we can see if classes are repeat classes.
8. PD Approvals – All PD requests submitted this month were approved. PD requests need to be submitted online. Dede Ranger e-mailed a copy of the application to all H/H teachers this morning.
9. New Business – Dr. Otuwa now wants accountability for each teacher. She would like a few sentences on our progress with each student submitted weekly. (As of 2/11/15 Meeting, this is now just a signature page). We are concerned that this is a change to our working conditions. There is already not enough time to do attendance, enter two-week grades and lab minutes. The Daily Contact (“Pink”) Sheet was developed for emergency purposes only. Past practice was to update the contact sheet when there was a change in a teacher's schedule. We will be discussing this unilateral decision with RTA.

Next H/H Program Planning Meeting: Monday, February 9th @ 3:00PM