

Home/Hospital Planning Meeting Agenda
Wednesday, December 1st, 2021 - 3:00PM (Zoom)

Present: - Chris Smith, Lisa Silverstein, Kelly Nauerth, Pat Cain, Hannah McCann, Michele Mazzola,

- 1) November 3, 2021 Minutes - Approved
- 2) Update on Number of Students/Teachers - As of today, we have 84 students with 9 students on our waiting list. We have 4 substitute teachers working and have one available full-time teaching position.
- 3) Grievance/Student Grouping Update - The Covid-exempt students are still with us and our class action grievance regarding Home/Hospital teachers having grouped students (contractually we are 1:1 teachers) is up to Stage 2.
- 4) Extra Block - Even though we have the money in our budget for one teacher, Chris said he is still being denied offering an extra block to our current teachers (while students linger on a waiting list for up to a month). He will continue to make this request, as we have not found any more substitute teachers.
- 5) Building Safety - We asked how late there is security at Hart Street, as many of us are in the building well past 2:30. Chris said that LyncX security is on the 3rd floor until 3:00. He believes the School Safety Officers are on duty in the lobby until 4:00, but he will check and let us know. As we have no security on the 4th floor, we would like to have working walkie talkies available. Chris reported that there is one in Sorita's office (the nurse). He will move the one in Hannah's room (formerly the administrator's office) to Kelly's office. Chris said he can also give one walkie talkie to Sally, so we will have 3 available, in case of emergencies.
- 6) Supply Budget Money - We asked about the individual supply money we used to receive each fall. Chris said we do have supply money for instructional items, but it isn't broken down per teacher anymore. Teachers should speak with our Subject Area Representatives for any of our book/resource needs (the library specialist also has great resources). We can email Sheila Wall with any non-textbook supply needs.
- 7) January Regents Exams - We asked how some of our teachers/subs will know if their students are slated to take Regents Exams in January. Chris will have our guidance counselor run a list to see who is scheduled. Kelly said she also reviews the list and reaches out to our teachers to see if any student not on the list needs an exam. There is no remote option for Regents exams. A student needs to be proctored at home, in the building or at their home school. If a student plans to return to their home school for an exam it needs to be prearranged. They cannot just show up on the day of the exam.
- 8) Assignment Coordinator/Assessments - As Kelly is retiring in June, Lisa will post the Assignment Coordinator position in December for discussion at our January Planning Meeting. The new person will begin training during the January testing cycle. The assignment coordinator needs to be involved in testing, as they know the students from the intake process. The handling of assessments can be split between an online testing

coordinator and an in-person testing coordinator, as this is too much for the Assignment Coordonator, along with their other duties. Testing in school buildings is usually done by a vice-principal or designee.

Next Planning Meeting - Wednesday, January 5th - 3:00PM (Zoom)