

JOINT COMMITTEE
Minutes
April 13, 2011
1:00 p.m., Room B

Present: Marcia Rauschendorfer, Joyce Casale, John Schwartz, Cheryl Goodgine

1. Revisions to the March 2, 2011 Joint Committee Minutes were approved.
2. Administration raised concerns regarding process used for Association Day requests. It was agreed that ROEA members will sign forms, get the building Principal signature, and send the form (either electronically, by fax, or school mail) to the Administrative Services Office before the deadline. It is acceptable for a teacher to reserve a substitute for the projected Association Day by entering a "Personal Day" using the SEMS system. Once the Association Day has been completed and approved, SEMS will be adjusted by the Substitute Services Coordinator (Lynne Staszak). The Association Day will not be approved in the SEMS system without first filing the form with the Administrative Services Office.
3. At this time, there is no plan to replace the ROHS Math Department Chair. Further discussion needed.
4. Further discussion on the District practice of processing previously requested paid leave days on school closure days due to inclement weather.
5. An issue involving the Med Skills department was discussed. Additional time for discussion is needed.
6. The Teacher Evaluation issue was resolved prior to the meeting.
7. The process for gaining approval for Field Trips was discussed. Discussion will continue.
8. Arrangements for seeking certified staff to provide Extended School Year services, as required by an IEP, are typically made in the spring of each school year. These postings are seeking staff to provide a limited number of service hours to students with an IEP during the summer months.
9. The measures taken to assure the security of the (upcoming) return of certificates and transcripts, as well as the ongoing digital filing of confidential information, were described. Once certificates and transcripts are ready to be returned to teachers, they will be delivered to the building principal, who will distribute them to individual teachers. Cheryl compared the security of digital storage vs. paper storage, concluding that digital is much more secure.
10. It is anticipated that at the April 14, 2011 Board meeting, 27 staff layoffs will be announced. Over the last two weeks, Cheryl met with teachers who could potentially be placed on layoff. At those meetings, the layoff /recall process was explained, and information about unemployment, medical benefits, and COBRA was discussed.
11. Any questions about Pearson Inform and training should be directed to either Sarah Olson or Kevin Kurkowski.