

# Monroe 2 - BOCES Teachers' Association

## Executive Committee

Agenda for 8/4/21

**Officers:** Mary Etta Chorbajian, Heather Case, Kim Stephenson, Melissa Pound, Chris Gold, Tiffany Feldman

**Representatives:** Leigh Nenni, Dave Shalke, Mackenzie Garcia, Jim Jewel, Megan Knopp

**Chairs:** Andrew Fowler, Jennifer Montanino

**NYSUT:** Jason Cooney

**Absent:** MacKenzie, Jim, Andrew, Dave

TO DO	WHO IS RESPONSIBLE	COMPLETED/FOLLOW UP
Rob's: Gift Exempt club Catering	Melissa Heather Mary Etta	TBD
Renew the PO box and change the name on the box	Chris	Still working on it
Supervisor Survey	Kim, Melissa, Mary Etta, Leigh	Still working on it

1. Review To-Do list
2. Review Minutes from 6/16/21 to post them to Website and Facebook
3. Update Executive Board Members - need to update Who we are?
  - a. Send email about positions open and job responsibilities
    - i. 2 representatives
    - ii. Technology
    - iii. Public Relations
4. Chair Updates:

- a. Treasurer's Report - end of the year report completed by the end of the month
  - b. Membership
    - i. Jen received request for a new member today
    - ii. purchasing T-shirts from Bauer's boutique instead - Mary Etta and Melissa meeting with them. Switching to Black.
    - iii. New Staff Orientation - 8/24/21 - Jen and Kim will be participating
  - c. Political Action - no updates
5. ESY Concerns - schedule a meeting with Tim/JoAnne
- a. Safety -
    - i. Aides - hours were cut - unable to do staff meetings prior to students coming in
    - ii. Not appropriate training of programs that Aides are being placed in
    - iii. Students being let off the buses prior to 8 AM
    - iv. No one helping transport students for clinic - issues with buses coming late, parents not coming on time
    - v. No input from staff on scheduling
    - vi. Staff being placed in behavioral programs who are not TCI trained
    - vii. Issues with aides not being trained in how to deal with behaviors
    - viii. Inappropriately placed teachers
    - ix. District RSO programs - the building does not always know that therapists are in the building
    - x. Staff isn't being fully trained about Firedrills/lockdown drills etc...
  - b. Information about ESY was delayed - orientation etc... were given last minute
  - c. Delay in being able to put information into WinCap
  - d. Clinic set-up - not a designated supervisor to coordinate it with, no person overseeing the schedule and making sure kids are coming in safely and being met by someone

- e. Difficulty scheduling services due to lack of PE/lunch schedules
- f. Inadequate resources for teachers/related service providers
- g. No pending students for ESY - districts added students after the deadline - unable to do caseloads earlier/dept chairs have no idea of numbers prior to ESY
- h. Received FBA's/BIPs 5th week of ESY
- i. No one assuring that information completed before check out
- j. Why are BOCES teachers having lesson plans being reviewed, but BOCES SBA's are not being evaluated by teachers
- 6. Seniority List - distribute to staff - discuss with Karen Brown about sending it out to staff/making it understandable to staff members
- 7. Supervisor Survey
  - a. [Program/Supervisor Survey Form \(google.com\)](#)
- 8. Selection - many questions about when teacher list is coming out
  - a. Melissa and Kim sat down in June with Barb and Shannon - discussed not putting list out until had confirmation about classrooms and certifications

**Next meeting: 9/8/21**

## **To Do List**

- **change by-laws for future elections and dates for electronic versions**
- **Procedures and protocol booklet for Executive Board**

- Chris working with the IRS due to getting information regarding not filing taxes - found out there are problems with how it's listed in the IRS. Reaching out to Morelli's office.
- Add Laura McNally to executive board contacts