

Amityville Teachers' Association
Executive Council Meeting
Location: PARK AVE Conference Room
December 20, 2022 at 4:00 pm

Minutes

Presiding: Nakia Wolfe (ATA President)

Recording Secretary: Tina Smith

Attendance:

Executive Council Member	District Role	Present	Absent
Dr. Fale	Superintendent	x	
Dr. Lange	Assistant Superintendent for Curriculum & Instruction	x	
Nakia Wolfe	ATA President	x	
Francis O'Brien	ATA VP/NYSUT & AFT	x	
Matt Greiss	ATA VP/Grievances	x	
Tina Smith	ATA Recording Secretary	x	
George Alexander	ATA Treasurer	x	
Maria Lievano	NE BVP Recording Secretary for this meeting		x
Nancy Davi-Ortiz	NW BVP	x	
Paul Grasso	PAMES BVP	x	
Kelly Ann Wilson	MS BVP		x
Renee Silon	MS ABVP	x	
Margot Howard	HS BVP	x	

Minutes:

OLD BUSINESS:

1. Parking at NW:

Some parking was removed due to the construction of the Kindergarten wing.

ATA Comments	Administrative Response
May 20, 2022	The District Administration will look into options for parking lots.
June 14, 2022	Dr. Fale will ask Mr. Metzger to create a diagram of the potential plan. This plan will need to be Board approved.
September 15, 2022	Dr. Fale shared that when we met in Spring, we discussed expanding the parking lot. In order to make this happen, the district would need to hire an architectural designer. It is more involved than was first thought. There are many considerations. An option is a gravel-like substance. The district is in the process of interviewing architectural firms. It will be one of their first projects.
October 18, 2022	There is no update at this time.
December 20, 2022	Dr. Fale will inquire with Mr. Metzger about using the empty lot on the southside of the school.

2. Grade Level Leaders (Middle School Issue)

There is no grade level leader for Science.

ATA Comments	Administrative Response
November 22, 2022	The district is holding off on this position. The acting dean assumes the responsibilities of the science chairperson position.
December 20, 2022	This issue is resolved.

3.Morale:

Much of the morale issues for this school year include some residual from last year. This start to this year placed staff members at a low morale rate.

ATA Comments	Administrative Response
September 15, 2022	Dr. Fale asked what the district can do to help. Nakia stated that much is currently being tried. He mentioned that there is a good foundation for listening and growth at the high school. There is much collaboration in the H.S. currently. In the future, student and teacher schedules will be completed by June. Nakia noted that the ATA is grateful for all the efforts that the administration has put forth (cheering , bags, etc).
October 18, 2022	Morale (brand new curriculum, excess of meetings, class sizes) ~Some buildings have felt a change in positivity. There are many initiatives taking place that have many meetings attached to them; and this is

	<p>overwhelming. We want to be mindful of burning teachers out, especially in upper grades. Teachers are extremely upset and overwhelmed with the class sizes, schedules, meetings, checklists, spreadsheets, etc. Dr Lange is working on schedules of more than 30, but there are very few. Dr Fale does not want to excess teachers in order to hire those that need to fill our needs.</p> <p>~Matt spoke about lack of equitability in terms of how supervisors “supervise” their teachers.</p> <p>~Going forward all ENL classes need to be looked at for appropriate regulation practices. Matt asked for the micromanaging and abundant walk throughs to be minimized because it's adding to stress at high school. Dr Fale agreed to look into it.</p> <p>~Response timeliness of supervisors- Dr Fale said if no email response, then call or text your administrator.</p>
November 22, 2022	There was no additional conversation at this time.
<p>December 20, 2022</p> <p>ATA Update:</p> <p>At the HS, there is a lack of equitability with department walkthroughs. Post walkthrough meetings are being scheduled outside of what has been agreed upon with the standing APPR criteria. This includes write ups of walkthroughs</p>	Dr. Lange has had discussions with administrators in which she reiterated the importance of equitable and consistent walkthroughs.

4. Coverages

In the Middle School, Homerooms exist and staff have had to cover Homeroom class. Nakia suggested an extended first period to include Homeroom.

Staff would like to eliminate congestion in the hallway and the Homeroom period adds to that transition congestion.

ATA Comments	Administrative Response
September 15, 2022	The district will work on a solution. The district is also working on problems with staff lateness and absences because this also has an effect on coverage.
October 18, 2022	In the Middle School, teachers are being asked to cover homerooms, for various reasons. In the ATA contract, you can be asked up to ten times to cover before you can say no, all these are paid. Homeroom coverages are not included. One solution could be not having Homeroom with first period classes.
November 22, 2022	There is no update at this time.
December 20, 2022	The Middle School Homeroom will revert back to being part of Homeroom. There is an agreement (non precedent setting) in which members will be paid for Homeroom coverages. This issue is resolved.

5.Schedules, Class sizes, ICT and Special Ed

Last year, there were concerns about maximizing classes. 50/50 is a concern. There was discussion regarding the district's limitations in these classes.

ATA Comments	Administrative Response
September 15, 2022	The district will investigate this concern.
October 18, 2022	Dr. Fale wants to change the ratio to 60/40 instead of 50/50. The third grade

	ICT needs to change as the current ratio class roster is 11 (SE)/ 10 (General Education). Nakia will provide ratios for disparity.
November 22, 2022	There is no update at this time.
December 20, 2022	<p>The situation at PAMES is resolved.</p> <p>Moving forward, a 50/50 model will be unacceptable.</p> <p>60 (SE)/40 (GE) is the acceptable model.</p> <p>The situation at the MS and the HS is a work in progress. It is difficult to resolve this situation due to staffing.</p>

6. Consolidation of roles and responsibilities

There is a concern that some buildings do not have Special Education Coordinators. In those situations where this position has not been filled, some of the responsibilities of the role have been absorbed by the school psychologist.

It is suggested that the district develop definitions of staff titles.

ATA Comments	Administrative Response
September 15, 2022	The district will investigate this concern and confirm Special Education grade level leaders or building leaders.
October 18, 2022	The district is looking to fill positions left by co-chairs. Math and SS will be filled in November. The science position remains open; but there is conversation about implementing

	grade level leaders instead of chairpersons.
November 22, 2022	There is no update at this time.
December 20, 2022 The Special Education Building Leader Position has not been filled at Park Avenue. There is reluctance to apply for this position as it is not the same position that was previously held by another member. Individuals would like a description of responsibilities before looking to take on said position. The Middle School now has Department Chairs in the areas of Math, Social Studies, and English.	These positions will be revisited through negotiations.

7. District Chromebooks:

They have been purchased and are en route. There are no available chromebook supplies in the district. Any staff member who does not have one should inform their building principals.

There is a concern that some assessments, ie. iReady, may not be completed due to lack of chromebooks.

ATA Comments	Administrative Response
September 15, 2022	Dr. Lange will investigate this concern.
October 18, 2022	There is no update at this time.
December 20, 2022 Where does the district stand in regards to all students having chromebooks?	The district is committed to providing 1:1 chromebooks for each student PreK-12th grade. Our PreK -2nd Grade students' devices are kept in

Nakia asked if there will be 1:1 chromebooks in the classroom?	<p>school. Our 3rd-12th graders are able to take their devices home.</p> <p>There is a plan in place to provide devices in school for students who are unable to take them home.</p> <p>The district is in the process of identifying students in need of wifi at home. A list is being compiled for students to receive hotspot wifi service. These hotspots will be tied to the chromebook only.</p>
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8. Late bus payment:

One building principal has promised payment for bus duty. A posting has not been distributed for this duty as of yet.

ATA Comments	Administrative Response
September 15, 2022	Dr. Lange will investigate this concern.
October 18, 2022	Teachers applied for after school compensation at Park Ave School. There has been no compensation for teachers as of yet. The district indicated that this will be approved at the November 9th BOE meeting. This issue is resolved.

9. Empire program:

MIDDLE SCHOOL ISSUE:

There is a gap between dismissal time and the start of the Empire Program. The Middle School is asking to start the program earlier because students are displaced until the start of the Empire

Program. At the MS, last year the program started at 3pm. Students involved in the Empire Program were told to attend extra help or clubs during the in between time. This puts a strain on the extra help or club sessions.

ATA Comments	Administrative Response
March 17, 2022	As soon as Mrs. Hutcherson returns, central administration and building administration will collaborate to solve this problem.
May 20, 2022	There is no update at this point.
June 14, 2022	These students will go to a club or extra help for this year. This process will be revised for next year.
September 15, 2022	The Empire Program at the MS has strict attendance rules for qualifying for the funds. The district is working on correcting this concern.
October 18, 2022	There is no update at this time.
December 20, 2022	The Middle School will mimic the High School relative to what will happen with students from the time the school day ends and the Leaders of Tomorrow program begins. This issue is resolved.

10. My Learning Plan

- Meetings that teachers have attended are not being added to teacher MLP records.
- Professional Development hours have not been listed from conference days.
- Dr. Lange will speak to Barbara Hunt about updating MLP. Barbara has been entering these hours and it will take a while to catch it all up on MLP

ATA Comments	Administrative Response
December 20., 2022 There is no access to FrontLine.	<u>If something is not approved on the MLP part of Frontline, the member must email/text Dr. Lange for her approval about any coursework while Frontline is not working.</u> Members should reach out to Nakia if they need Dr. Lange's cell number.

11. **Lesson Plans**

Lesson Plans (PAMES)

- An item in the ATA LC minutes under PAMES concerns.
- Lesson plans will be discussed within the new lesson plan committee.
- Mr. Plaia agreed to approve of already written SAVVAS and REVEAL plans, but requested Social Studies and Science lesson plans.

ATA Comments	Administrative Response
December 20., 2022 The Lesson Plan Subcommittees have not met yet.	Dr. Lange will reach out to Nakia about the administrative co-chairperson so that the meetings can be scheduled.

12. **Response timeliness of supervisors**

For classroom teachers, when they need anything from a supervisor (concern, student discipline, etc), there are times when teachers do not get a response from the administrator.

ATA Comments	Administrative Response
November 22, 2022	The District recommends that if there is a delayed response from an administrator, the teacher should reach out to the principal's secretary for a meeting or response. This issue is resolved.

13. Request for Curriculum Updates:

The ATA is requesting curriculum writing for classes without curriculum (Research class at MS, FACS, STEAM)

- Resources and programs are being reviewed currently.
- We have a FACS curriculum at the State Ed website.

ATA Comments	Administrative Response
November 22, 2022	Dr. Lange spoke to Lynn and they are getting the research. The district is in the process of purchasing the STREAM curriculum. This will be a purchase vs. a modification, ie. in PAMES. Nakia asked what the teachers should be doing until the curriculum is purchased. The new curriculum must go through the CAC. In the meantime , the current instruction is being taken from the internet.
December 20., 2022 The ATA is requesting curriculum updates.	The research class and STREAM curriculum (Project Lead the Way and Amplify) and FACS class curriculum (following STATE ED program) have been resolved. Nakia will follow up on the program used for the Research Class.

14. Sixth class pay at the High school for coverages that have been ongoing since the beginning of the year.

- Matt will provide names of teachers to be compensated.
- Matt asked about a Social Studies teacher teaching a Science Lab course. Dr. Lange said the teacher will be compensated; and she was concerned that an uncertified teacher was placed in the class.
- If the teacher was held responsible for the normal duties of a teacher, then they will be compensated for the sixth class. The teacher needs to show evidence of lesson planning, etc.

ATA Comments	Administrative Response
December 20., 2022 Members were placed on the November and December personnel action reports for BOE approval. Payment has not been	Dr. Fale will reach out to Ms. Buatsi regarding this issue.

distributed as of yet. Nakia spoke with Ms. Buatsi regarding the time sheets submitted. The sixth class pay for Middle School teachers for the former department chairperson in the MS will be distributed on December 30.	
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15. Payroll/salary statements and attendance :

- Every two weeks at least one person is left off the payroll with our salaried employees. Sometimes checks are cut, and sometimes members are told to wait until the next pay period. Nakia is concerned that in order for these teachers to have received their salaried paycheck, HE needed to reach out to the district to facilitate these checks being distributed.
- The explanation for this nonpayment has not been satisfactory to the ATA.
- There seems to be a disconnect between payroll and HR when these situations arise.
- This impacts our members.
- Teachers need to know their salary so they can verify their paychecks.
- We need to know our sick bank numbers in order to join the sick bank.

ATA Comments	Administrative Response
November 22, 2022	Dr. Fale will look into it.
December 20., 2022 The ATA is requesting an update.	Attendance is on OPTIGATE. Members can view their salaries via their pay stubs. Salary statements should be distributed during the week of December 19. Nakia will follow up on this distribution.

NEW BUSINESS:

1. Home Instruction: Equity
 - a. Home Instruction is not being allowed on weekends and days where school is not in session. However, there are meetings scheduled with students during the Winter break with outside agencies. Dr. Lange will address this issue.

Dr. Lange will create a Roles and Responsibilities document for Home Instruction. This will be published for our teachers and any outside agencies providing home instruction.

Home instruction is in person, with some exceptions. These exceptions will be determined on a case by case basis.

2. Post observation: Evidence is not being provided before post observation meeting

This issue is resolved.

DISTRICT CONCERNS/COMMENTS:

The District's Sub-committee work has been incredible; the district is grateful for all the hard work by faculty.

**The next Executive Council Meeting is Tuesday, January 17, 2023
The location will be in the Park Ave Board Room unless otherwise notified.**