

**Amityville Teachers' Association**  
**Executive Council Meeting**  
**Location: PARK AVE Conference Room**  
**March 20, 2024 at 4:00 pm**

**Presiding: Nakia Wolfe (ATA President)**

**Recording Secretary: Tina Smith**

**Attendance:**

<b>Executive Council Member</b>	<b>District Role</b>	<b>Present</b>	<b>Absent</b>
Dr. Talbert	Superintendent		x
Dr. Lange	Assistant Superintendent for Curriculum & Instruction	x	
Dr. Waite	Assistant Superintendent for Human Resources	x	
Ms. Buatsi	Assistant Superintendent for Finance & Operations	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	
Margot Howard	HS BVP	x	

**Minutes:**

**OLD BUSINESS:**

- Chaperone & Home Tutor Approvals

<b>ATA Comments</b>	<b>Administrative Response</b>
<p><b><u>January 2024:</u></b> Nakia asked if the district can make a distinction between chaperoning and volunteering?</p> <p>Teachers that haven't been approved prior to chaperoning should not volunteer for field trips because they wouldn't be able to receive pay for their services.</p>	<p><b><u>January 2024:</u></b> The district is working on updating the approval system for chaperones.</p>
<p><b><u>March 5, 2024</u></b> Nakia inquired about a specific ATA member who was approved, worked, and hasn't been paid for an afterschool event that they worked.</p>	<p><b><u>March 5, 2024</u></b> This ATA member's approval is on the BOE agenda for 3/13/24.</p>
<p><b><u>March 20, 2024</u></b> After this week's payroll, the ATA will review the need for this item to be on the next EC agenda.</p>	<p><b><u>March 20, 2024</u></b></p>

- Virtual Instruction & Students Who Are Owed Time

<b>ATA Comments</b>	<b>Administrative Response</b>
<p><b><u>February 2024:</u></b></p>	<p><b><u>February 2024:</u></b></p>

<p>Nakia asked for updates regarding recording, compatibility with google, and exactly which students will be in this program.</p>	<p>Recording:As of Friday, the back office was working on turning off the recording button. The company assured us that it would be shut off. The teachers will see the red light as if it is recording, but it will not be recording.</p> <p>Nakia asked where the recording goes if indeed it continues to record. Dr. Lange said it would go back to Full Mind.</p> <p>Compatibility with google: It is compatible with google and it requires that the teachers share their screen. Margot said It doesn't allow teachers to work with multiple students at a time. There is no grading platform. Dr. Lange said this information will be shared with the representative from Full Mind.</p> <p>All students are eligible.</p>
<p><b><u>March 20</u></b></p> <p>Virtual instruction is through Full Mind. Nakia asked if there has been clear communication for those signed up regarding what they are responsible for and if they have to use multiple platforms. Nakia asked who will be the contact person for Full Mind.</p> <p>How is the district addressing those students who are owed time?</p>	<p><b><u>March 20, 2024</u></b></p> <p>Justyna Faledysz will be the district contact person for Full Mind. She is the after school home instruction coordinator.. She will be monitoring attendance, working with the guidance department, and making outreach calls to parents.</p> <p>The building principals are in charge of the students in their buildings. The administrator for Pupil Personnel Services is also involved in overseeing home instruction. There are many layers of administration and staff involved in the governing of home instruction.</p> <p>Amityville teachers are not being recorded. Full mind teachers are being recorded.</p> <p>Teachers can arrange times for work to be made up with their students..</p>

	<p>Teachers will receive information regarding lists of students that are owed time in home instruction.</p> <p>It will be at the teacher’s discretion to select a way to provide that time and work to the student.</p> <p>Recorded sessions will also be available to our students. Those students who take advantage of viewing these recording sessions for owed time will need to complete the exit ticket in order to get credit for that owed time. Full Mind teachers will have to accept this exit ticket. This is still a work in process with the Full Mind teachers.</p>
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- Flex Benefits

ATA Comments	Administrative Response
<p><b><u>January 2024:</u></b>            There are some members who have had more money deducted for flex benefits than what was requested. These members are trying to find out how to get their money back.            These members have been unsuccessful with getting a response from the district office regarding helping to retrieve this money. The members are not receiving any information about the process of reimbursing their money.</p>	<p><b><u>January 2024:</u></b>            Nakia will share the names of those members, who have these concerns, with Dr. Talbert. She said she will help to rectify this problem.</p>
<p><b><u>March 5, 2024</u></b></p>	<p><b><u>March 5, 2024</u></b>            The district is waiting for the disbursement of funds from BOCES. The district will process it as soon as possible.</p>

	Members must adhere to timelines for submission of forms. There will be no assumption of a rollover from the previous year.
	<b><u>March 20, 2024</u></b> The check is being processed. Once that is done, Ms. Buatsi will be able to adjust payments.

- Club Pay

ATA Comments	Administrative Response
<b><u>February 2024:</u></b> A discussion was had about equitable distribution of hours and stipends.	<b><u>February 2024:</u></b> The administration and the ATA leadership will meet to plan for next year and the expectations.

- AP/Regents Review

ATA Comments	Administrative Response
<b><u>February 2024:</u></b>	<b><u>February 2024:</u></b> These positions will be posted soon.
	<b><u>March 2024</u></b> This was posted today. It was posted incorrectly; so it will be reposted.

- District Timelines for Documents to be Submitted

ATA Comments	Administrative Response
<p><b><u>February 2024:</u></b> The ATA asked for a timeline of when submissions are due to the district office, ie. salary statements, flex benefits, etc.</p> <p>Nakia asked what system the district will put in place regarding salary statements and sick days. Nakia would like to ensure that the deadline for these documents would be adhered to.</p>	<p><b><u>February 2024:</u></b> Administration agreed..</p>
<p><b><u>March 20, 2024</u></b></p>	<p><b><u>March 20, 2024</u></b> Ms. Buatsi suggested the ATA facilitate a members' benefits workshop. Ms. Buatsi will forward the Flexible Benefits information to Nakia yearly so he can share it with the ATA members as a reminder.</p>

- Quarterly membership list and contact person for teacher status (Bi-weekly dues and payroll list)

ATA Comments	Administrative Response
<p><b><u>February 2024:</u></b> The membership list has been continually changing and in need of consistent updating. For the union, this list is important for many reasons. George is requesting a list of all members to be given to him on an ongoing basis. George is asking for this information to be printed and given to him at every payroll date.</p>	<p><b><u>February 2024:</u></b> Ms. Buatsi will meet with George to rectify this reporting. Nakia will share the BOE Personnel Action Reports with George. Nakia will share the teacher seniority list with George for cross referencing.</p>

<u>March 20, 2024</u> The union will work off the seniority list.	<u>March</u> This issue is resolved.

**NEW BUSINESS:**

- Chain of Command:  
The ATA encourages their members to respect the “chain of command” with their colleagues and administrators when discussing concerns.
- Teacher assignments  
The district will assign transfers according to the seniority list, their transfer requests, and their preference sheets. Nakia also suggested looking at the transfer history of individuals in this decision making process. The ATA also requested that certification and seniority should guide the process as well.
- Climate and culture:  
Nakia encouraged transparency within the district.
- Leadership  
Nakia shared that, at times, there are as many different responses as there are administrators in a building. Some building communication is poor. Nakia asked if there is a system in place to allow for more cohesion and consistency amongst leaders and the decisions they share.  
Administrative response: This is discussed at leadership team meetings. It will continue to be discussed.
- Insurance while on unpaid leave  
If a member has exhausted all their sick time, then the district will bill you for your share. A member would pay the share that they’ve been paying, which is 80/20... 20% is the members’ part.  
If a member is in this position, he/she would need to reach out to the business office to clarify if they will get a bill or request a bill.  
The ATA is requesting that a form be created to help understand this process and select options clearly.

- Communication: Nakia stressed the importance of the district refining their communication systems to all staff members.

**District Concerns/Comments:**

**The next Executive Council Meeting is April 17, 2024 at 4pm.  
The meeting will be held at Park North unless otherwise specified.**

Respectfully Submitted,

*Tina Smith*

Recording Secretary  
The Amityville Teachers' Association