

Representative Assembly Minutes for June 3, 2024

3:45 PM at HHS Cafeteria



Executive Board: Chris Tyler, Joan McNeese, Eileen Carney, Rob Sachs, Anthony Arenella

HHS: Liz Bruns, Caroline Brennen, Deb DiFiore, Josie Cain, Judi Ford, Rachel Voss, Mark Roberts

LMK: Kate Biggs, Thomasine Mastrantoni, Andrea Courtney, Dan Rectenwalt, Christine Kessler, Lenore Lore

PRE: Ann Niemeier, Andy Ciraco, Jennifer Arenella

PUR: Dana Deluca, Diana Wichman, Jan Bailey

PAR: Louanna Andralliski, Emily Goldblatt, Nicole Taliercio

HAS: Tom Garbarino, Patti Mallinson, Kristen Powers, CJ Umbrino

Not present at the meeting:

PAR: Lauren Masi

1. President's report:

A. District Safety Plan: The school budget has passed and Chris met with Brian to review the district safety plan. They discussed the entrapments that some of the schools have and the plans for the ones that need to be getting one soon.

They discussed the possible deescalation training for teacher aids, parents and kids. Chris reminded if there is any physical altercation, there should be a call to security. There is no mandate to get physically involved in a physical altercation, but witnessing teachers should take appropriate action to alert building admin./security.. As reported in last months minutes, if any injury is sustained due to interaction with a student, however slight, you should report it to the principal or assistant principal. Once an incident report is submitted, you should follow that with an email to your administrators. This includes the ESP and FASE classes.

B. Budget Vote: Great news that our District budget passed and reached the override of 60%. This means there will be no faculty positions threatened by fiscal cuts.

C. New HAT BTF Benefit- Stacey Braun Financial Counseling Program: Chris sent out the following information in an email:

The HAT Benefit Trust Fund is excited to offer a new benefit for our members which will allow members to access a team of Certified Financial Planners and Registered Investment Advisors from Stacey Braun Associates.

Starting on July 1st, this benefit will provide participants annual, toll-free telephone consultations with a Stacey Braun Certified Financial Planner (CFP) or Registered Investment Advisor (RIA). Consultations can address the participants' various financial questions and situations. Calls can be made weekdays, from 8am to 6pm (EST). If a planner or advisor is not available when you call, a phone consultation/zoom will be scheduled at a convenient time; appointments can be made before

or after normal toll-free hours. Stacey Braun CFPs or RIAs will not attempt to sell you any financial products – their sole purpose is to provide you with objective financial advice. The Trust also envisions quarterly on-site visits by Stacey Braun Associates.

In order to best understand how you can take advantage of this benefit, Stacey Braun is extending an invitation to attend an introductory webinar at 3:30 on Monday, June 17th. Please follow this link to register for the webinar:

<https://www.staceybraun.com/harrison-financial-counseling-program-webinar/>



Additional information about this new benefit will be placed into your mailboxes.


D. HAT Scholarships: This year 14 HHS students have received a HAT scholarship worth \$500. Rob spoke about looking for ideas to fundraise in the future.

E. TRO Summer School: The Tarrytown Regional Office is bringing back their Summer School Program. They will offer workshops on union leadership skills such as Building Rep, Grievance and Negotiations. These classes will take place at the Tarrytown Regional Office located at 520 White Plains Rd, Tarrytown. They will provide lunch and dinner. There is no charge for these workshops. If you are interested in participating in any of their offerings please contact Chris Tyler no later than June 28, 2024.

F. HAT Website: It has been updated please check it for any forms you may need. We will continue to add to the website. If you have not already, please remember to register with the HAT website. You can make this your homepage on your computer. If you have not registered for our HAT website please log onto www.harrisonteachers.com/register. The secret code needed during the registration process is hat4life (all lowercase). Any form you need will be on the website. This is a secure website where our members can get information and forms. Reps should send members there if they have questions regarding HAT-associated benefits or issues. If you experience any technical difficulties with the site, please contact Vernon Morris (morrisv@harrisoncsd.org) for assistance.

Tara Xanthopoulos is running our HAT social media for the Harrison Association of Teachers on **Twitter, Facebook, Instagram**, and our website **www.harrisonteachers.com**. If you have the information you'd like to share with the membership please get in touch with Tara (xanthopoulost@harrisoncsd.org)

Connect	Harrison Association of Teachers
	@HATHarrison
	Harrison Association of Teachers (@HATHarrisonNY)

 Instagram	HATHarrisonNY
Harrison Association of Teachers Website	http://harrisonteachers.com/

2. **Treasurer's Report:** we got \$7600 in vote-cope rebate received from the NYSUT Advocacy Fund. Rob's report was accepted. We also voted on a approved the Harrison Pantry donation. (Please see Public Relations below).

3. **Grievance Report:** Nothing to report from Joan.

4. **Committee Reports:**

A. Political Action & VOTE-COPE: Political Action: Nothing to report at this time. Any questions about VOTE COPE Chris will be meeting with Brian soon to see where we are at. Any questions or if you would like to increase your amount please contact **Brian Ennis** at ennisb@harrisoncsd.org. **Please consider increasing your donations to make up for retirees.** Please check out the Association's page on Facebook where there are updates all the time about political action issues.

B. Public Relations: A motion was made to donate \$4000.00 to the Harrison Pantry. This is a donation we have continually made over the years. This pantry services over 100 Harrison families so this money goes to support our students and families. After a short discussion, the motion was voted on and unanimously approved.

C. Social: Lenore Lore and Liz Bruns have emailed the invitation for the end-of-year party where we will honor this year's retirees. It is scheduled for **Wednesday, June 12th at Wellington's in Harrison**. You should have RSVP'd by May 31st.

Please remember to wear your HAT wear on Fridays.

Please read below as a reminder for benefits trust. Your information should be updated if you have dependents, address change, or marital status.

D. New Member & Membership: Please note that any *changes to your name*, due to marriage or divorce should go to Rita Beardsley *after* it has officially been changed with the district. At that point, she can change it for you. If you have a *new address (including apt. #), phone number, or email address:* please send that information to Rita Beardsley to be changed with NYSUT beardsleyr@harrisoncsd.org. **Please reach out to Rita for New Teacher and to Chris for Benefit Trust Fund.** Send any change to the name, address, or phone number to Rita Beardsley at HAS.

E. Benefits Trust Fund: *SEE ABOVE* Please reach out to Chris for Benefit Trust Fund. If you have any changes to your dependents, address, phone number, marital status, or type of

enrollment of dental coverage (switching from single to family or family to single coverage), please download and fill out a new HAT Benefit Trust Fund Enrollment/Change of Enrollment Form with the pertinent information along with a very brief note as to why you are submitting a new form. **Any member who is a .5 or higher is eligible for HAT Benefit Trust Fund Benefits.** Interoffice the form to **Chris Tyler** at the high school. He'll sign it and send a copy back to you while forwarding the form to the Preferred Group. If your change involves enrolling into the optional dental plan or changing from single to family/family to single dental coverage, you will also need to send a copy of the enrollment form and note explaining the change to Michelle DeCarlo in the Business Office at LMK.

Also - if you have a college-age dependent you need to verify every semester that they are a full-time student taking at least 12 credits. Check Harrisonteachers.com for the documents needed. Coverage ends for dependents who are over the age of 18 if they are not full-time students. The form can be found on the secure part of the HAT website - navigate to the HAT BTF Tab and locate the dropdown option "College Dependent Attest."

5. Building Reports:

HHS:

Concerns: Students parking on campus: It has come to our attention that several juniors are parking on campus in the faculty lot.

The only Juniors allowed to park on campus are those who won spots at the Junior Auction and one student with a special medical allowance. Seniors are very good at reporting underclassmen to B-123, but if you know of an underclassman parking on campus you can report the name and/or plate number to B-123. Senior parking privileges can also be in jeopardy as a consequence. Discussion around parking tags also occurred, with suggestions to change the color or add a sticker indicating the school year so that the tags cannot be reused.

1. **Student attendance in Powerteacher:**

In PowerTeacher, the two-week quick lookup appears accurate in reflecting a student's attendance, however in the long-term attendance view the only absences reflected seem to be ILL, UNV, IA, and TST. Labs, field trips, SSV, and nurse visits do not appear. This may give teachers, administration, and parents an inaccurate view of the student's actual attendance in a given class. Is there a way to correct this?

For example, below are two screenshots of long-term attendance vs. quick lookup. It appears that the student has only 2 absences in period 3 during S2 due to testing, but from the quick lookup page, this student missed the same class an additional two times.

Dates of all absences for Common Core Algebra II Exp. 3(1-6) (338.1) for S2:

1. 3(5) - 02/29/2024 - TST
2. 3(5) - 04/18/2024 - TST

Exp	Last Week				
	M	T	W	H	F
1(1-6)	Band			TST	

The quick lookup/two-week view should be accurate with all attendance codes present, and “Meeting Attendance” will also display all absence codes. If you select attendance by clicking on the number of absences listed under S2 for a given period, it will only list absences when a student is out of the building (for NYS reporting purposes). In the past there have been errors when testing “TST” has been miscoded and was displayed in this list, but has since been corrected and should not show up for state reporting purposes. It will continue to be logged in the two-week view and under the long-term “Meeting Attendance”.

- 2. Changing UNVs-** How long after a UNV is entered can it be changed? (Ex. parent calls in a few days or weeks later to change it). Particularly in the case of a student earning a 0 for a certain assignment that day. Does the assignment need to be accepted and graded weeks later now that it has been changed?

No solid timeline exists for this change. Teachers continue to be encouraged to use their professional judgment regarding reasonable access and timeframe. The administration will continue to look into whether there can be a policy or deadline put in place.

- 3. Attendance issues:** A common takeaway reported after the discussions during the faculty meeting on 4/30, was that a large majority of the students discussed have major attendance issues (either excessive cuts or students not showing up to school entirely). From the group discussions, it was apparent that faculty are taking the necessary steps (calling/ contacting home) to try to get these students in class. Could the administration be more transparent in their steps to assist with getting students to be in school?

In addition to teacher and counselor outreach, families receive quarterly attendance reports. APs run cut reports weekly, the attendance office sends automated phone calls daily, counselors/psychologists/APs/SRO will conduct home visits for chronic absenteeism, CPS is contacted in cases of suspected educational neglect, BASIS BOCES program assistance, etc. Procedures are individualized for each student. There is no clear number of absences that trigger

these procedures, just as the same formula for motivation/ consequences will not work for all students. Please continue to contact the student's counselor and AP if there are concerns.

4. **Security before the start of school:** In the morning before the official start of the school day, D-circle often has many students "aimlessly" walking around. There's a noticeable lack of security present inside this area of the building, posing safety concerns.
Yes, in the morning most security staff is outside directing traffic with one person staffed in the Student Union. APs do their best to patrol the hallways in the mornings. If there is an issue, please call security/B-123. Discussion continued around students walking in the hallways throughout the day, during class time. Staff are encouraged to allow only one student to leave the classroom at a time, and those on NIDs are encouraged to ask students where they are going and/or direct them to go somewhere if they have no destination (library, student union).

5. **Senior Patio:** With the weather getting warmer the senior patio has become a popular hangout area, with spike ball, frisbee, and loud noise becoming extremely disruptive to the nearby classrooms. How is this area supervised?
Staff assigned to NIDs in the hallway next to the senior patio are asked to relocate outside when the weather permits. Only Seniors should be using this area. Discussion continued around potentially limiting the sports/games in this area.

6. **Additional Concerns:**
 - a. **IBD Teacher Training:** What are the International Baccalaureate Program requirements for teacher training for those who teach IBD courses?
All IBD teachers should be trained before teaching an IBD course. Sometimes this may not be possible depending on summer offerings; in that case, the teacher should be trained within that year and as soon as possible. Teacher training is reported to the International Baccalaureate Program every 5 years to ensure compliance.
 - b. **Parking Lot:** Reminder provided that the parking lot is to be painted this summer before the start of the 2024-2025 school year with additional crossings to provide a safe pathway for teachers and students. Additionally, signage will be installed similar to the middle school to direct traffic for student drop-off.

LMK:

Concerns: Nothing to report

Celebrations:

HARRISON AVENUE:

Concerns: Highlighting people who didn't sign in and name is submitted to HR. Why is that happening? Some teachers being denied of summer courses.

Celebrations:

PARSONS:

Concerns: Nothing to report

Celebrations:

PRESTON:

Concerns: Nothing to report

Celebrations:

PURCHASE:

Concerns: Time given to sign up for classes for the summer because the amount of time given to look over classes and the date and time to sign up. Chris spoke to Lisa about a better system. We will continue to work on a better system.

Celebrations:

6. Old Business:

7. New Business: Thank yous were received for Kelli Pallone and Jennifer Burkhardt for their gift baskets for retirement.

Rep Council Schedule for 2024 - 2025 school year

Monday, September 9

Monday, January 6

Monday, May 5

Monday, October 7

Monday, February 3

Monday, June 2

Monday, November 4

Monday, March 3

Monday, December 2

Monday, April 7

Meeting Adjourned at 4:38pm.