



# HEARING EDUCATION SERVICES



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**United Federation of Teachers**

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HES Consultation Committee Meeting Minutes

March 2, 2011

4:00 pm - 5:00 pm

400 1<sup>st</sup> Avenue, 5<sup>th</sup> floor, New York, NY 10004

**In attendance:**

Helen Kaufman, Assistant Superintendent; Cecilia Cortez, UFT HES Chapter Leader; Toni Wofse, Brooklyn HES Related Services Teacher; Sandy Spekman, HES Bronx Related Services Teacher.

**Agenda:**

**1. New IEP Training**

Ms. Kaufman said she is training some people. She has 22 places for the new IEP training. She suggested you attend a training at one of your schools if possible. The most important thing is to get included in your school galaxy. The principal should add your name to the school galaxy as a non-payee worker. As a follow up question I asked if the DOE can create a galaxy just for HES. She said no.

**2. TRAC**

Ms Kaufman said she had to have a person in HES to check the TRAC numbers. Many HES teachers are not getting their money. She said there are problems with the program. It goes to Ms. Rose Cobb for approval. It has to be approved by a supervisor after it is checked by Ms. Pasquariello the para secretary. It takes time. We are doing more with less. We have less people to do more work - she said it takes time.

### **3. Manhattan Supervisor / Paper Work**

The Manhattan supervisor has asked her teachers for copies of IEPs, Triennials, progress reports, and Page 6.

She wants everyone to bring all the paper work to the next monthly meeting. The HES teachers felt it was too much, unnecessary, and a burden. It was not clear if she wants to keep the copies. But if she didn't, why would she ask for them? They don't know where she would store them.

I explained to Ms. Kaufman that this was unnecessary and she should talk to the Manhattan Supervisor Ms. Caren Edward.

Ms. Kaufman said she would look into it. I followed up and she said HES Manhattan teachers should make copies of Page 6 only. The supervisor is within her rights to ask for Page 6.

I informed HES Manhattan teachers. I also informed them that if anyone wants to file a grievance they can do it. They said they want to wait to see if the issue gets resolved at the consultation meeting.

### **4. Training for New Teachers**

I asked Ms. Kaufman if she would allow new HES teachers to attend a workshop on certification given out by the UFT. She said ok. I am in the process of setting it up. I would let them know once it is set up.

### **5. Tenure**

I asked Ms. Kaufman to put in writing the requirements for HES teachers' tenure. We are supportive providers.

The UFT is having workshops to instruct new teachers what they need to have to get tenure. We also should have guidelines. She said she would speak to the HES supervisors. She will have some information put out for us. I will follow up. This issue will continue to be on the agenda next month.

### **6. Next Meeting**

The next meeting will take place on Wednesday April 6<sup>th</sup> at 4:00pm at the same place.

If you have any concerns, questions, comments send them to me: [ccortez@uft.org](mailto:ccortez@uft.org)