



HEARING EDUCATION SERVICES



United Federation of Teachers

Cecilia Cortez, Chapter Leader

52 Broadway, New York, NY 10004

Voice mail: (212) 598-9277

Fax: (212) 510-6437

E-mail: ccortez@uft.org

HES Consultation Committee Meeting Minutes

December 1, 2010

4:00 - 5:00 p.m.

400 1st Avenue, New York, NY 10004, 5th floor

In Attendance:

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

Agenda:

1. Space for HES Providers
2. TRAC
3. Professional Day Thursday June 9th
4. Manhattan Supervisor
5. Dates for Future Consultation Meetings

1. Space for HES Providers

Space continues to be a problem with HES providers. Ms. Kaufman said she will survey the space issue with the Supervisors. The problems have always existed but now the situation is worse. The addition of all kind of programs leaves no space for anyone. She said there may be little that she can do. She suggested you ask your supervisor for assistance. She should come to your site and help you out. She should be there for you. You can also advocate for yourself.

2. TRAC

Many HES providers from all the boroughs continue to have difficulty with TRAC. I spoke with Ms. Kaufman about TRAC. She said she spoke with the supervisors about that. Ms Kaufman said the supervisors have to match the car fare sheet against

your time sheet. She said supervisors have to make sure that timesheets are correct because errors occur in amounts all the time. She will talk to the supervisors about TRAC again. She said the supervisors should immediately approve the request to use the car whenever a teacher requests it. Teachers should continue to ask permission to use the car whenever they want. The second approval is done at the end of the month. She said the supervisors should approve TRAC money within five days. She said to give the supervisors a few days to approve TRAC since everyone sends TRAC at the same time.

She hopes that once she speaks to the supervisors about TRAC the problem will be resolved. Continue to report any problems you have with TRAC. Let me know if you have not received TRAC money yet.

3. Professional Day Thursday June 9th

Ms. Kaufman said she would speak to the supervisors to try to have a meeting with everyone at 52 Broadway for PD on Thursday, June 9, 2010. She will let me know.

4. Manhattan Supervisor

Manhattan HES providers have a new supervisor, Ms. Karen Edwards. She was a HES provider in the Bronx. I have not met her, but I want to congratulate and welcome her. I am glad the position was filled from within.

5. Dates For Future Consultation Meetings

The next consultation meeting will take place on Wednesday, January 5, 2011.

If you have any questions or concerns please let me know by email at ccortez@uft.org.