**UFT Attendance Teachers Consultation**

Thursday, October 10th, 2019 - 4:45-5:38pm

Coghen Conference Room, UFT

Attendees:

Kim Suttell, DOE Director of Attendance Policy & Planning

Chris Caruso, DOE Senior Executive Director OCS

Steve Grossman, UFT Attendance Teachers Chapter Leader

Debra Poulos, UFT Director of Office of Contract Empowerment

James Cochran, UFT Office of Contract Empowerment

Bennett Fischer, UFT Office of Contract Empowerment

Agenda

Parking Permits

Payroll Schools

Bias Sensitivity Training

Queens North

Brooklyn North

Tenure Issues

Excessive Paperwork – *Investigation Conclusion Form*

Per Session

Changes to Discharge Requirements

2019-2020 AT Consultation Schedule

Parking Permits

Where are the parking permits for the Attendance Teacher chapter? Kim says they’re being held up at DOT – about twenty went out, but the situation is awful. AT’s need their permits. Chris says they will escalate and expedite the process. Kim assures us that parking tickets incurred on the job as a result of delayed permits will not stop the issuance of new permits.

Job Description

Kim wants to know about the job description – is it a done deal? Steve and Debbie say yes, everything has been agreed to by AT chapter, and approved by lawyers. UFT thought this was already being rolled out. Turns out there was an unintentional hold-up due to email miscommunication; will resend everything and roll out. Full AT Job Description will be published in upcoming Principals’ Weekly. Kim says she will send us a condensed, graphical version for use at PD presentations.

Payroll Schools

Steve wants to know how we can fix “bad fits” for AT’s designated payroll schools. Kim says no problem, she will do so. Steve thanks Kim, and wants to be looped in. Kim says she will put clarification in Principals’ Weekly. James asks who funds AT payroll? Kim says SAM just came out, and funding is by AIDP and tax levy funds. AT payroll school assignments do not affect individual school’s payroll.

Bias Sensitivity Training

Queens North

Was the contentious Power Point presentation at Queens North supposed to be the DOE’s official, implicit bias training? Chris says no, it was separate, in-house PD. Kim and Chris say that DOE’s implicit bias training has not yet been systematically rolled out to attendance teachers. Discussion ensues. What would be best – roll-out at by title, at district level, and at Borough Support Centers?

Brooklyn North

Steve thanks Kim for resolving policy and paperwork issues with the AT supervisor in Brooklyn North.

Tenure Issues

Will the agreed upon framework for granting AT tenure go out to supervisors? Kim says yes, though they are just guidelines and not binding, she will get them out.

Excessive Paperwork – *Investigation Conclusion Form*

Steve has heard from a lot of AT’s that the *Investigation Conclusion Form(ICF)* is a burdensome duplication of other paperwork. Debbie wants to know if every AT is being asked to turn these forms in? Kim says they are not, and that they are just the same thing anyway as a Code 12 checklist. Steve asks if AT’s are being directed to turn in these forms in Brooklyn North, as has been reported to him. Kim says no, and she would like to clarify that this form is only for discharges that don’t fit the typical pattern. Steve says these forms may be used as a guide for closing certain cases, but that there should be no requirement to turn them in. Kim agrees. Kim says that hopefully this form is better than the previous letter format which she thought was excessive. Kim acknowledges that there was a problem with a turn-in deadline. Debbie asks if AT’s are still being told they have to submit this ICF? Kim and Chris say no, the ICF is just a helpful tool, and Kim will clarify that to supervisors and staff. All agree that this is a good idea. Debbie brings up an operational issue – that AT’s don’t have appropriate access at all sites and district offices to computers and workspace to do their work, and this must be corrected.

Per Session

There was a lot of allocated per session money that had not been spent. Steve suggests that money could be spent by engaging AT’s in per session development of Kim’s various plans and initiatives. Chris acknowledges that the per session budget is discretionary, and he is interested in Steve’s suggestions on how to spend it. Kim agrees. Steve says AT’s will appreciate that.

Changes to Discharge Requirements

Kim says they met with ATS people, and recent legal changes require them to make changes to the discharge process and/or paperwork. The current policies don’t fit the paperwork, but she is trying to make it work. She says that many of our kids’ circumstances don’t fit NY State’s discharge criteria. Steve points out that there is no requirement to discharge anyone over 21. The Over-21 discharges are now written in an irrelevant, and confusing way that lets over-21’s stay in school forever. Kim asks Steve to provide her with examples of what’s confusing, and what he’d like to improve. Steve says he just wants everything to be clear and workable. The attendance teacher’s purpose is to safeguard children, enable their return to school, to investigate unexplained absences, to enable appropriate discharges, and to help schools keep accurate registers. He wants the discharge code to be clear in it’s plain language, and not require documentation that is not accessible to AT’s (e.g. Family Court documents, internal ACS documents, and police reports). He wants the discharge table to reflect the realities of the job and not have to be fudged. When asked by Steve, Chris says he has not yet checked with ATS about making their system clear and relevant to our attendance teachers. Debbie asks how would Steve like to resolve this? Steve suggests that AT’s could be paid per session to help devise a system that works.

PD Committees

Debbie asks Kim about the AT PD committee. Is she working on it? Kim says she couldn’t get to it over the summer, but will do it next week. She has the postings. Chris suggests that that PD would be a good time to roll out the AT Job Description. Kim would like some PD to focus on Pillar 3 of the Job Description.

2019-2020 Consultation Schedule

We agree on a schedule for the current school year:

Wed. October 30 @ Tweed 4:30pm

Thu. November 14 @ UFT 4:30pm

Thu. December 12 @ Tweed 4:30pm

Thu. January 9 @ UFT 4:30pm

Thu. February 13 @ Tweed 4:30pm

Thu. March 12 @ UFT 4:30pm

Thu. April 23 (tentative) @ Tweed 4:30pm

Thu. May 14 @ UFT 4:30pm

Thu. June 11 @ Tweed 4:30pm

Meeting adjourned, 5:38pm.