



Instructional Consultation Meeting

AGENDA

August 26, 2021

Agenda Review: September 2, 2021
Board Meeting Date: September 9, 2021

Items Requiring Consultation: AGENDA REVIEW AGENDA

K-2	APPROVAL OF PROPOSED REVISIONS TO BOARD POLICY CK(LOCAL), SAFETY PROGRAM/RISK MANAGEMENT—FIRST READING	FINANCE Glenn Reed Alexis Licata
K-3	APPROVAL OF PROPOSED REVISIONS TO BOARD POLICY CKC(LOCAL), SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS—FIRST READING	FINANCE Glenn Reed Alexis Licata
K-6	APPROVAL OF PROPOSED REVISIONS TO BOARD POLICY AE(LOCAL), EDUCATIONAL PHILOSOPHY, REGARDING CONSTRAINTS—SECOND READING	CHIEF OF STAFF Silvia Trinh Allison Matney

Items Requiring Consultation: REGULAR BOE AGENDA

D-2	AUTHORITY TO NEGOTIATE AND EXECUTE AN INTERLOCAL AGREEMENT WITH THE CITY OF HOUSTON TO PROVIDE A COVID-19 SCREENING AND TESTING PROGRAM TO STUDENTS AND EMPLOYEES	ACADEMIC SERVICES Candice Castillo
K-1	APPROVAL TO AMEND BOARD POLICY DGB(LOCAL), EMPLOYEE RIGHTS AND PRIVILEGES: PERSONNEL MANAGEMENT RELATIONS—FIRST READING	LEGAL Elneita Hutchins-Taylor Miles LeBlanc

HFT Items

HFT 1	2021 DAC Election Rules and/or Changes - How soon can HFT receive a draft of the proposed DAC Election Rules and/or Changes?	DEPUTY SUPERINTENDENT Dr. Rick A. Cruz ACADEMICS Dr. Allison Matney
--------------	--	--

WRITTEN RESPONSE:

These will be sent to HFT on Wednesday, September 8, 2021.

HFT 2	TADS - How soon can HFT receive copies of the current year TADS training modules and/or online training resources?	DEPUTY SUPERINTENDENT Dr. Rick A. Cruz TALENT Lisa Reagins
--------------	--	---

WRITTEN RESPONSE:

Information attached- *2021-2022 TADS Updates_Teachers.pdf*

HFT 3

Paraprofessional Compensation - What update can be shared with respect to improvement of paraprofessional compensation?

DEPUTY SUPERINTENDENT
Dr. Rick A. Cruz

TALENT
Bridget Moore

WRITTEN RESPONSE:

The District is providing all employees, including paraprofessional employees, a \$500 retention stipend on September 29, 2021. Once the District budget can sustain salary increases, the District has full intentions of implementing the suggested changes received from the compensation study for all employees.

HFT 4

Essential visitors per Ready, Set, Go plan - As the elected employee organization for instructional employees, HFT requests written confirmation that our representatives be considered or treated as "essential" for the purpose of campus visitation provided that meetings with staff are pre-scheduled.

DEPUTY SUPERINTENDENT
Dr. Rick A. Cruz

STUDENT SUPPORT
Candice Castillo

WRITTEN RESPONSE:

As per the Ready, Set, Go plan, visitors can be allowed if there is a scheduled meeting with campus staff. However, some restrictions may apply during testing times for example.

HFT 5

How were the central district staff assigned to cover the open classes/teaching positions?

- a. What is the plan to recruit and retrain teachers for these positions?
- b. Are they going to be doing both jobs at the same time or will they only focus on teaching?
- c. Have any central district staff been assigned to teaching positions outside of their area of certification?

DEPUTY SUPERINTENDENT
Dr. Rick A. Cruz
August Hamilton

WRITTEN RESPONSE:

The district pulled its list of all central office employees with valid teaching certifications and matched them as best as possible to campus vacancies as identified by the Schools Offices.

- a. HR continues to continuously work to recruit, hold hiring fairs, and onboard new employees to fill these teaching vacancies. The schools office is also continuing to monitor student enrollment to consolidate courses where appropriate.
- b. Central office employees assigned to campuses are focused on teaching; managers have been asked to re-distribute their duties as needed with their remaining staff to fill the gaps.
- c. Significant effort has been taken to match employees' certifications to vacancies as much as possible, however there are some individuals that do not have a perfect match.

HFT 6	When will we receive the organization chart? Knowing who to contact in the district is vital to both HFT and HISD having a good year.	DEPUTY SUPERINTENDENT Dr. Rick A. Cruz August Hamilton
We are currently still in transition and working on finalizing the District's organizational charts. The plan is to have the org charts finalized by the end of September and shared with HFT.		
HFT 7	Can we receive updated enrollment numbers by campus and projections?	DEPUTY SUPERINTENDENT Dr. Rick A. Cruz ACADEMICS Dr. Allison Matney
WRITTEN RESPONSE: Report attached- <i>Enrollment_2021-08-24 -eod_campus_type.pdf</i>		
HFT 8	What is the number of full-time nurse vacancies? How are these vacancies being addressed? (School nurse vacancies can be covered by the Health and Medical Services managers).	DEPUTY SUPERINTENDENT Dr. Rick A. Cruz STUDENT SUPPORT Candice Castillo
WRITTEN RESPONSE: Currently there are 18 full-time nurse vacancies. The Health and Medical department is working with several agencies to recruit school nurses. Until vacancies are filled, a designee at the campus is trained to fulfill these duties, with support from our Nurse Managers.		
HFT 9	Teachers have concerns about the Wraparound Specialist being used as campus duty people, covering classes, etc. Is that the role and if not, how is this being addressed? (Ortiz MS)	DEPUTY SUPERINTENDENT Dr. Rick A. Cruz STUDENT SUPPORT Candice Castillo
WRITTEN RESPONSE: We continue to work with the School Office and principals to remind them of the role of Wraparound Specialists and how they can best serve their campus. There might be emergency in which Wraparound Specialist may be asked to assist in other areas, such requests must be approved by the Wraparound Specialists.		
HFT 10	Is bottled water being delivered to the schools? Schools have reported that the fountains are off and there is no drinking water in the school.	OPERATIONS Eugene Salazar

WRITTEN RESPONSE:

All elementary and middle schools are receiving enough water for students and staff to be issued 2 bottles of water per day. High Schools have their water fountains opened, to be used as water bottle fill stations. There were initially a few high schools that had their fountains closed. Those have been given water bottles for students and staff as needed. Those few high schools are in the process of reopening the water fountains.

Next Meeting: September 30, 2021