



## Instructional Consultation Meeting

### AGENDA

December 16, 2021

Agenda Review: January 6, 2022  
 Board Meeting Date: January 13, 2022

#### Items Requiring Consultation: AGENDA REVIEW AGENDA

K-4	<b>APPROVAL OF PROPOSED REVISIONS TO BOARD POLICY EB(LOCAL), SCHOOL YEAR—FIRST READING</b>	<b>DEPUTY SUPERINTENDENT</b> Dr. Rick Cruz Dr. Allison Matney
K-8	<b>APPROVAL TO ESTABLISH NEW BOARD POLICY FFF(LOCAL), STUDENT WELFARE: STUDENT SAFETY—FIRST READING</b>	<b>SCHOOL OFFICES</b> Dr. Denise Watts

#### Items Requiring Consultation: BOE REGULAR AGENDA

E-1	<b>AUTHORITY TO NEGOTIATE AND EXECUTE AN INTERLOCAL AGREEMENT WITH PRAIRIE VIEW A&amp;M UNIVERSITY TO PROVIDE SUPPORT FOR THE BOOKER T. WASHINGTON HIGH SCHOOL THE VISION COMMUNITY STATUE PROJECT</b>	<b>SCHOOL OFFICES</b> Dr. Denise Watts Angela Brooks
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#### HFT Items

HFT 1	<p><b>Crowdfunding: Clarification of October 25 Regulation to CDC(Local)</b></p> <p><b>WRITTEN RESPONSES:</b></p> <p style="margin-left: 20px;"><b>a. How much latitude are teachers/paras being given in making requests?</b> Houston ISD teachers can make any DonorsChoose request that is aligned with their Campus Improvement Plan.</p> <p style="margin-left: 20px;"><b>b. Please provide rationale for the processes in the regulation.</b> The rationale is to ensure that principals are knowledgeable of the teachers' request and that all items are aligned with campus and instructional needs to benefit the student.</p>	<b>FINANCE</b> Glenn Reed Angela Brooks
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<b>HFT 2</b>	<b>Teacher Incentive Allotment: HFT request updates</b>  <b>WRITTEN RESPONSE:</b>  Per HFT leadership request, a special meeting with TIA/T-TESS leadership has been scheduled and confirmed for Wednesday December 15 <sup>th</sup> at 4pm where a presentation of updates will be given, and additional questions will be answered regarding the initiatives.	<b>TALENT</b> Dr. Jharrett Bryantt
<b>HFT 3</b>	<b>T-TESS: HFT request updates</b>  <b>WRITTEN RESPONSE:</b>  Per HFT leadership request, a special meeting with TIA/T-TESS leadership has been scheduled and confirmed for Wednesday December 15 <sup>th</sup> at 4pm where a presentation will be provided, and additional questions will be answered regarding the initiatives.	<b>TALENT</b> Dr. Jharrett Bryantt
<b>HFT 4</b>	<b>HISD Grow Your Own Program</b> <ol style="list-style-type: none"> <li>a. What type of Grow Your Own programs will be implemented?</li> <li>b. How does HISD plan to fund the district's Grow Your Own Programs?</li> <li>c. How will it be marketed to maximize participation of targeted groups?</li> </ol> <b>WRITTEN RESPONSE:</b> The district is currently developing its multi-year strategic plan, that will include a number of new Grow Your Own opportunities. Currently, the district is implementing Teach Forward Houston, which is an existing partnership with the University of Houston, as well as other partnerships such as with Western Governors University and University Houston to provide a pathway for paraprofessionals to earn degrees in education. The district is in conversation with higher education partners to potentially implement additional Grow Your Own programs to expand opportunities for HISD alumni to return to the district to teach, and this will be announced in the coming months. There are a variety of types of grow your own programs that the district is exploring, including pathways for existing staff to receive support and funding to become certified in critical shortage areas, or to receive specific credentials to enter hard to staff roles in the Special Education department. The district is exploring a variety of funding sources for the costs associated with Grow Your Own Programs, which will be further solidified during the strategic planning process and can be described in greater detail at a future date when that information is finalized.	<b>TALENT</b> Dr. Jharrett Bryantt

<b>HFT 5</b>	<p><b>Proper placement of Special Ed students.</b></p> <p>Students have been showing up at campuses without the appropriate ARD process having been completed and are being rejected by the new campus. What safeguards are in place to prevent this pattern from repeating?</p> <p><b>WRITTEN RESPONSE:</b></p> <p>Thank you for this question. We agree that students should not show up to a campus without a fully executed ARD, with both the sending and receiving schools participating in the process. The principal, or designee, should attend a staffing meeting prior to the ARD meeting, if the option of a change in placement is being considered. When students in special education programs, do change schools, based on the ARD committee decision, the receiving school has 30 days to have fully executed IEP in place. All teachers, of students with IEPs, have access to the EasyIEP system to check student accommodations and supports. Attached are additional procedures in place regarding student transfers and enrollment.</p>	<p><b>ACADEMICS</b> Dr. Shawn Bird Khechara Bradford</p>
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<p><b>HFT 6</b></p>	<p><b>Nurses:</b></p> <p>When will HISD schedule a PD or workshop to train all stakeholders, special ed chairs, E-shars, and nurses to understand the process of completing the “related services” section of the Easy IEP necessary for Medicaid billing purposes? If this information is not yet available, will it be available by January’s Special Ed Consultation?</p> <p><b>WRITTEN RESPONSE:</b></p> <p>Health and Medical Services has held two trainings on Easy IEP and how to complete the related services part in Easy IEP. Bertha Johnson and Lashunda Johnson (from the Special Ed department) also make themselves available via TEAMS calls for additional support regarding accessing and completing the Easy IEP related services. During the training, Nurse Jones went over the process to answer or include information unique to the student and how to determine if the student has been identified as Other Health Impaired (OHI) and will need an Individual Health Plan (IHP).</p> <p>Nurse Managers train the new nurses on creating an IHP and provide resources that assist them in developing the IHP. One of the resources shared is the textbook for Individualized Health Plans for School Nurses (Purple Book) so nurses can reference it when needed. This resource was provided to all district nurses. Once the IHP is created, it is copied and pasted into the Easy IEP.</p> <p>Both Bertha and Lashunda Johnson in the Sped. Department provides login information to new nurses, and are experts when developing Easy IEP documents. In addition, there is an Easy IEP Related Services course offered in One Source if nurses need additional training. The nurses can contact the Sped. Department for additional information and if they have questions.</p>	<p><b>ACADEMICS</b> Dr. Shawn Bird Candice Castillo</p>
<p><b>HFT 7</b></p>	<p><b>SSL Class at Marshall MS:</b></p> <p>a. Currently there are 17 students to 1 teacher &amp; 1 TA</p> <p>b. How is this situation compliant to standards and if not, how will it be remedied?</p> <p><b>WRITTEN RESPONSE:</b></p> <p>There is legally no cap for the SLL class. The class is staffed with teacher assistants to support based on its size. Marshall MS has two TA’s for that classroom; however one recently transferred and will be replaced soon. In the meantime, the SpEd Dept. Chair and a long-term substitute are supporting the class. In addition, the OSES is searching for additional space at a nearby campus.</p>	<p><b>SCHOOLS OFFICE</b> Dr. Denise Watts</p>

<p><b>HFT 8</b></p>	<p><b>Benefits: HFT requests an update on the following:</b></p> <p><b>WRITTEN RESPONSES:</b></p> <ul style="list-style-type: none"> <li><b>a. Number of enrollees</b> The preliminary number of employees that elected a medical plan for 2022 is 18,774.</li> <li><b>b. Usage/cost relative to what is budgeted</b> Claim costs have been higher than expected. Part of that has been continued impact from COVID-19, which is still an ongoing issue.</li> <li><b>c. Any RFPs for next year (if any). If so, what insurances will be included (Medical, Dental, Vision)?</b> There are currently no Benefit plans scheduled for RFP for this year.</li> <li><b>d. HFT is asking to be part of the process of benefits discussions/planning for next year and asks that both HFT and HESP participate in future benefits committee meetings.</b></li> </ul> <p>We will be glad to resume Benefit Committee meetings.</p>	<p><b>TALENT</b> Tonnis Hilliard Brad Bailey</p>
<p><b>Next Meeting: January 27, 2022</b></p>		