

**L.A.S.E. Executive Committee**  
**Agenda/Notes**  
<https://lase.ohea.us>

**January 13, 2021 (Zoom)**

**Treasurer's Report: Green**

- Check has been issued for the LASE shirts through the grant.
- All reimbursements are up to date at this time

**Secretary: Brown**

- Approve minutes from November (Motion to approve 1st.W.G., 2nd D.F.)

**Classified Vice President: Fuller**

- Nothing new to report at this time

**Certified Vice President: Thomas**

- Shared results of LMC meeting (see New Business as well)

**Uniserv: Sura**

- Nothing new to report at this time

**Cafeteria:**

- Nothing new to report at this time. Need to know a count soon of how many students are returning.

**Custodial:**

- Nothing new to report at this time

**Transportation:**

- When we return to 4 days a week, there will be approximately 35-45 students on a bus and they will have to sit 2 to a seat.

**Secretaries/Aides/IA's:**

- Nothing new to report at this time

**PK-6:**

- See attached concerns
- Requesting clarification on why some staff are being told they need continuing education courses approved in advance.
- Concern that a staff member was told by the Superintendent that she would need to take a sick day but still encouraged to teach remotely from home

**Guy Jr. High 7%:**

- With Covid concerns, will there be any limit to class size numbers as students return to 4 days? Reps will meet with an administrator to discuss.

**LHS:**

- Some recent concerns have come up, reps will be scheduling a meeting with the principal soon.

**Old Business:**

- Superintendent has reached out to United Way and they will be paying the teachers impacted by the Success After Six. Superintendent contacted LASE President to get the names of those involved.
- Local dues still need to be looked at, but are being tabled at this time due to COVID concerns. In the future, raising dues by \$1 or \$2 will give our local membership more flexibility in receiving future matching grants
- If a staff member applies for the online teaching position, can they return to their current position the following year? The union would like this answer to be in writing \*Update- Superintendent would not guarantee that, however some principals have told staff members that they would return to previous positions.

**New Business:**

- LASE Exec officers met with administration today in an LMC meeting. Items discussed were 1. Extended Days being cut for certain employees. 2. Returning to 4 days a week and 3. United Way and Success After Six
- LASE t-shirts will be coming soon.
- Request for a full LASE meeting Tuesday 19th at 4:00

**Reminder: When meeting with an administrator,  
Always have a LASE member with you!**

**Next Board Meeting:**, December 14, January 11

**Check for postings on the Web!** <https://lase.ohea.us>

**Next LASE Executive Meeting:** February 9th, 3:30

LASE Building Meeting 11/19/20 4:30-5:49 pm

Old Business

Concerns posted on LASE Google Classroom

- Class size: bringing concerns to LMC meeting
- Supplies: Pam to put in a proposal- she took orders, staff waiting for supplies. **Are teachers going to get their math and handwriting books? They are arriving**
  
- 3 teachers in 3 grades, Jessica looking at shuffling staff around to fill needs. **When will we know if teachers are being moved? Not until beginning of January and until we know what the status of this virus is.....**
  
- Access to supply room- due to budget cuts and student files needing locked up
- Recess - Short one aide currently, Butch filling in for 3rd and 4th (K also) - aides still not in classrooms **is this problem actually fixed? Yes**
  
- LST - needs streamlined/overhaul
  - **Can we have a committee started for LST? - to include teachers and administrators**

**Yes I discussed it with Kris and we are going to come up with a process that will meet teachers specific needs- please communicate what you feel is important to Kris and we will get a grade level representative.**

- Need a process with paperwork to include in LST (forms needed filling out)
- Chaos at the beginning of the school year with finding which students have which teachers and getting info from year to year. **Intervention Specialists are able to meet with the next year's teachers, but what about the kids going through LST or having any other academic or behavior problems?**

**We can schedule meetings in May**

-emergency medical forms - Jessica making calls, we still do not have forms on all students. This needs to be done in the office, not put on the teachers (office needs to return to obtaining, copying, and distributing the medical forms to the teachers).

**Who has the list of kids without emergency medical forms not turned in? Deanne**

**What are the consequences for parents not turning them in? All we can do is continue to call. I can not consequence them by not allowing them to come to school??? Next step would be a letter from the Board Office- I will ask about this.**

**Can they be sent out again? They have been sent out several times but we can continue.**

**Can this be done AT REGISTRATION? We are working on better registration procedures and I will include this**

**- is there a database for students who can not have their picture taken?**

**Where is it? Deanne has it and will send it to you**

**-Kids turned in only if they did not want their pictures taken**

**Can the forms go out again if they haven't been returned? They have**

**- No subs for IS - due to shortages or they will ask teachers to cover for other teachers  
- Can Red Zone meet with teachers of their students at the beginning of the school year to discuss kids on their caseloads? Sure just reach out to them- I can arrange for that during PD in August prior to school**

#### New Business

**-County classrooms that are in our building - they have their own dashboard but it is not broken down into what districts these students/staff with COVID are in. It is also not on our dashboard. We should know about these cases when they are in our district. We share the same halls, bathrooms, gyms, and cafeterias as these classrooms and it is another risk to us**

**Why haven't we claimed these cases in our buildings? Per the County Health Department the TCESC keeps a database of the staff and students with covid. Kate Keller and Dr T called and asked protocol. If we would need to contact trace for one of those individuals- I do believe we would add them.**

**-is there a list of students/staff in quarantine? Where is this located? It is located in the office and it not available for everyone because of privacy regs. You will be notified if you are at risk.**

**-COVID days - the form says the days last through Dec 31 - what if a staff member is exposed again and needs to quarantine a second/third/etc. time? You only get 10 Cares Act days- after that you have to use sick days.**

**Do we get multiple sets of COVID days? No- just 10**

**If you can work and do your exact job duty from home, you don't have to use cares act days (if we are all remote) ; if we are back and they need a sub for you, you'd have to use the cares act days**

**-Retroactive Pay for United Way staff- they have been paid for last year's retroactive pay (Nicole and Donna) but the year before (2018-2019) has not received their retroactive pay (Nicole, Hope, Donna). Joe said there was no money at United Way - we have an MOU signed at the Feb 24 board meeting. **When will they be paid for what is owed to them for 2018-2019? I have no idea about this- you will have to take this concern up with the treasurer and Board Office- this is beyond my control.****

**-Parents not sending their students back when they are in the hybrid program-- parents have chosen Hybrid and are waiting to see if they will send their students back to school - parents keeping children home until Dec 1 (mid grading period). Teachers are not getting all of the work back, having to send home in class work and online work. parents have too many options. students are allowed to turn in assignments whenever they feel like it. **why have no specific decisions been made re: students being/staying hybrid or remote? ? we are all remote now but previously it was an individual case by case discussion. Nothing can be specific in a pandemic situation.****

**-what are the rules of when families can change their program (remote/hybrid)**

**Remote- anytime**

**Hybrid- end of 9 week period**

**-should they be held to the hybrid standards - if not in school, marked absent?**

**yes**

-some students go remote mid-quarter. Teachers have not been able to get any baselines, etc.  
-can we have a notification from someone in the office about where the kids are when they change their program (hybrid/remote) ? I was under the assumption this was happening- Kristie is notified and she updates the database and an email goes out- I will ensure this is happening. Sorry if it has not.

- why can parents choose to change group days (maroon or gold ) for their students? I am unaware of this ever happening? If it has- it was an extenuating circumstance or need and we fulfilled it. Again- there is nothing normal about this year and parents have hardships with childcare/work/etc. So some grace needs to be extended.

-How are we counting absences? If students call off, if students are in quarantine, or if students are not completing work the teachers should be marking them absent and reporting them to Mr Scarmack.

We were told to send names to Mr. Scarmack but what is the criteria for online absences? The criteria is not completing any work- this decision can be made by teachers.

How do we know if the families have been called or if letters have gone home?  
Mr Scarmack has a list/folder of each letter and Deanne has copies in the main office.

-Open enrolled students who are not attending - we can not send our officers out to another city. What happens then? We contact the district of residence and our SRO reaches out to that police dept.

-Can we have a written policy for attendance, including switching from one format to another?

I dont think during this time that we can create a written policy with everything going on....lets just keep good communication.

Next Building Meeting: Dec 17 at 430

LASE Building Meeting 12/17/20 4:30-5:30 pm

Old Business

Concerns posted on LASE Google Classroom

\*Continued concerns posted in blue

**- Class size continues to be a concern, especially for kindergarten. There are 22-24 students in each classroom.**

- LST - needs streamlined/overhaul

**- Can we have a committee started for LST? - to include teachers and administrators**

**Yes I discussed it with Kris and we are going to come up with a process that will meet teachers specific needs- please communicate what you feel is important to Kris and we will get a grade level representative.**

**We would like an update on how this process is coming along.**

**All student concerns should go through Kris and the grade level Intervention Specialist. Covid and what it has done to students has prevented us from formalizing the process because of the many factors that are contributing to gaps in learning right now. My next steps after surviving thi week is to tart looking at retentions and students who did not complete any work during the pandemic and really start to plan and strategize next steps for them- I will need a committee for this and a strong LST will need to be put into place for next year.**

**-emergency medical forms - Jessica making calls, we still do not have forms on all students. This needs to be done in the office, not put on the teachers (office needs to return to obtaining, copying, and distributing the medical forms to the teachers).**

**Who has the list of kids without emergency medical forms not turned in? Deanne What are the consequences for parents not turning them in? All we can do is continue to call. I can not consequence them by not allowing them to come to school??? Next step would be a letter from the Board Office- I will ask about this.**

**Can they be sent out again? They have been sent out several times but we can continue.**

**Can this be done AT REGISTRATION? We are working on better registration procedures and I will include this**

**Teachers are still waiting for emergency contact information on some of their children. We feel this is an unsafe situation, especially during a pandemic. What steps are being taken to ensure that there is reliable contact information for every child?**

**I saw them working on this today- if you can please send the names to my office so I can track- I will need to take more control over this. I will ask if I able able to deny them**

entry into school. I can add one of you to the email or forward you the response.

- is there a database for students who can not have their picture taken? Where is it?  
Deanne has it and will send it to you

-Kids turned in only if they did not want their pictures taken. Can the forms go out again if they haven't been returned? They have

Teachers have not received any emails in regards to this.

I really don't think there is a database- with Covid and Hybrid it has been a nightmare keeping track.

-some students go remote mid-quarter. Teachers have not been able to get any baselines, etc.  
-can we have a notification from someone in the office about where the kids are when they change their program (hybrid/remote) ? I was under the assumption this was happening- Kristie is notified and she updates the database and an email goes out- I will ensure this is happening. Sorry if it has not.

OT and Speech will need to be informed of changes to the student's placement, as well.

Kristie Sallee keeps track of this data and updates it- I will inform her.

-Can we have a written policy for attendance, including switching from one format to another?

I dont think during this time that we can create a written policy with everything going on....lets just keep good communication.

There is still much confusion about how to take attendance. There is a direct correlation between student achievement and attendance. Many of our students are treating the learning process that we have in place as voluntary and these students are struggling. The students that come to Google Meets and do their Google Classroom assignments are learning. The students that are not are struggling. Because of this, teachers would like to have a written plan on attendance that is communicated to parents.

### New Business

The PK-6 staff would like to express our appreciation to the administrators that made the decision to allow us to work from home on the afternoon of December 16th due to inclement weather. Your concern for our well-being made us feel valued and respected.

The staff would like to to point out that The Stay Safe Ohio Protocols # 1 and #5 issued by Governor DeWine state that all Ohioians should stay at home and work from home to the greatest extent possible. During remote learning situations, many of the staff are able



to work from home and continue to provide the same level of learning as they would in the building.

**What is the current status of Covid Days? Did they expire on December 31st? Will we be able to take Covid Days now or will we need to use sick days if exposed or contract Covid?**

They expired and we are being told at the district level that employees must take sick days

Next Building Meeting: Jan 21 at 4:30 (virtual)

New Concerns from 01/21/21

### **SUBSTITUTES**

What is the status on hiring a sub for our full time remote teacher? There is more to this job than "proctoring" and the kids need to keep up with small group instruction, lessons, posting to google classroom, etc. We will request payment for covering this class.

I hired someone to do specials 3 periods of the day and pick up Darnelle's caseload. This is all I can do- the suggestion was to split them among the online teachers but I chose not to do that.

### **VACCINES**

- Is the county board of health holding pre-registrations with districts (like Mahoning County)? Not that I am aware of
- Where will the vaccines be given (on site at our school?) school
- When will they be given? No idea (being told week of Feb 1st)
- Will we have to use a sick day to get the vaccine and be monitored for 15-30 min Afterwards (especially if we have to get the vaccine on our own or travel on a day other than Wednesday to get it)? no
- Who is administering the shots? Akron Childrens

Please give us some roll out information with dates and a plan ASAP because we may have to contact other locations to get the vaccine (outside of waiting for work to distribute) since kids are returning to school and we can not maintain safety protocols.

I am waiting on this as well and ask about it daily (I asked Monday morning at 8:35 and followed up Monday evening and have no information as of yet)

### **IN-PERSON LEARNING**

What is the deadline or cut-off date for kids to switch to in-person learning? Kids being added to the list as late as today to start Monday.

Its on an individual basis. The goal is no movement at this point.

**LESSON PLANS**

What was the cause of asking teachers to write and turn in lesson plans, and how will this help our students or staff?

This is not my initiative so I am unsure of this answer. I have expressed my feelings to the superintendent about the timing and structure/purpose and do not plan to require lesson plans at this time.

**STAFF**

We know we have been told there is no money for hiring staff. We still would like it to be known that we need more classroom teachers and floating IA's, specifically mentioned were floating IAs for 3rd and 4th grade.

You are being told what I am being told so I am working with what I have.

Next Building Meeting: February 25th at 4:30 pm.