



Instructional Consultation Meeting

Tuesday, August 9, 2016
4 p.m.

3SE36 (Large Superintendent's Conference Room)

Minutes

Board Meeting Date: August 11, 2016

Meeting began at 4:45 p.m.

Present: Esther Omogbehin, CSO, HISD; Andrew Dewey; Zeph Capo, HFT; Charles Robinson, CHT; Steve Antley, CHT; Sonia Gonzalez, HFT; Bernadette Cardenas, Student Support; Jocelyn Mouton, CSO; Grenita Lathan, CSO; Lance Menster, Officer Elementary Curriculum & Development; Jeff McCanna, Officer, HR; Sherrie Robinson; Office of Finance Stan Osborne, Assistant Controller, HISD; Brad Bailey, Benefits; Fair Emile, Leadership Development; Audrey Gomez, HR; Natalie Blasingame, Interventions Office; Robert Robinson, Payroll Manager; Wally De Covarrubia, HR; Annvi Utter, Student Support (see attached sign-in sheets)

Facilitator: Dr. Esther Omogbehin welcomed the group.

Items Requiring Consultation

D-4	AUTHORITY TO RENEW PARTNERSHIPS WITH AVANCE-HOUSTON, INC.; GULF COAST COMMUNITY SERVICES ASSOCIATION; HARRIS COUNTY DEPARTMENT OF EDUCATION; AND NEIGHBORHOOD CENTERS, INC., FOR HEAD START PREKINDERGARTEN COLLABORATIVE PROGRAMS	Office of Chief Academic Office Andrew G. Houlihan
RESPONSE: Lance Menster stated that this is the annual renewal for the Head Start Partnerships with 25 campuses. Mr. Zeph Capo wanted to know if this was the same partnership that has been in place from previous years. He also wanted to know if the county and district have different regulations and how they can impact teachers. He stated that fingerprinting was the last thing that impacted all teachers. Is there any foresite into potential issues that we should be looking for as we move forward? Mr. Menster responded there was none that we are aware of at this time.		
E-1	CONTRACT WITH THE REGION IV SERVICE CENTER FOR SPECIALIZED SUPPORT AND SERVICES FOR IMPROVEMENT REQUIRED SCHOOLS	Office of School Office Grenita Lathan
RESPONSE: Dr. Grenita Lathan explained that this was a contract with Region IV service center. In the past 6 years, the contract was with National Center for Urban School Transformation (NCUST). The state requires that we partner with an external entity. We are excited to partner with Region IV for the coming year to assist with the Improvement Required Schools. It would be a customized support for the campuses based on their needs. The principal, the membership team along with their SSO will be working on their plans with Region IV. This is an actual reduction in cost from the previous contract. Steve Antley wanted to know the status of the IR schools. He asked if the ratings had been released already. Dr. Lathan stated that the state will release the ratings on Friday and to the public by Monday.		
I-4	APPROVAL OF 2017 EMPLOYEE MEDICAL PROGRAMS AND AUTHORITY TO NEGOTIATE AND/OR RENEW CONTRACTS WITH SERVICE PROVIDERS ITEM WAS NOT APPROVED BY THE BOARD	Office of Finance Sherrie Robinson
RESPONSE: Brad Bailey stated that they were working with Blue Cross/ Blue Shield for the 2017 Benefit program. Moving over to Blue Cross/Blue Shield will save HISD 18M dollars over the current contract. We are still running at a deficit for the current year. The employee costs will increase 7 percent for the employees-only option. For those employees that select the family plans, the increase will be 9.8 percent. About 70 percent of employees elect employee-only coverage and the cost increase will be \$8 or less. For those with family coverage, it would be \$60 or less. We do have some plan changes, particularly the out-of-pocket maximum and the elimination of Health Fund for any new contributions. Those that have Health Fund balances would be carried over for 2016-2017. These incentives will not be offered for next year. Mr. Bailey gave a copy of the plan design changes to Mr. Dewey. Mr. Dewey asked what percentage of our teachers or employees are in the consumer plan. For those employees that have no money remaining on the Health Fund,		

if they see a doctor, they would see a charge that they have not seen before. Mr. Bailey responded that there are about 90% in the consumer plan and about 100 people on the Open Access. If it is not a preventive care, yes, there will be a charge. Preventive care will still be covered at cost. Mr. Dewey stated that there will be a small increase per pay check; however, it could be a real increase at the time of service. That was one of their concerns for the employees paying more money at point of service in a year and that there is no pay raise.

Mr. Capo wanted to know what is the difference in the administrator cost reduction between what was proposed and what is currently proposed? He also asked what the total cost will be to put the money back into the Health Reimbursement accounts. Mr. Bradley stated that it would be a total of 18M over five years. Mr. Dewey wanted to know if this was spread out evenly. Mr. Bradley responded that it is spread out evenly over five years. Ultimately, we are a self-insured group. Primarily, our cost are in medical and pharmacy cost which is driving our cost. If we fully fund the program, it would run about 10.5M each year.

Sandra Gonzales wanted to know how much would the cost be for an individual and how much per family? Mr. Bradley responded that it differs; it goes anywhere from \$500 - \$1,000. For employee only it would be \$500; for employee and spouse it would be \$750; and per family would be \$1,000, except for the select plan that is just a flat \$500. Mr. Capo wanted to know if there are other type of accounts that employees can contribute from their own money, pre-tax money, and be reimbursed for expenses; for example, if an employee is planning a pregnancy and they could save money that way. Mr. Bradley explained that employees can put money in the flexible account to compensate and reduce their overall tax rate. This account is a use it or lose it. The nice thing about it is that the full balance is available at the beginning of the year without you having made all the contributions in.

Mr. Antley asked Mr. Bradley to give him a summary on the service disruption that we are going to face going with BlueCross/Blue Shield. Mr. Bradley stated that the larger network of BlueCross/Blue Shield is a very good match; even a little broader. It is not going to be a disruption for us since we don't have Kelsey-Seybold. The real challenge is going to be in the limited network. Currently, we have a very broad primary care network, which is a much larger network and have 12 specialties.

I-10

APPROVAL OF PAYROLL RECONCILIATION PROCESS AND WAIVER OF BOARD POLICY DEC(LOCAL), COMPENSATION AND BENEFITS: LEAVES AND ABSENCES, AND RELATED POLICIES AND PROCEDURES

**Office of Finance
Sherrie Robinson**

RESPONSE: Sherrie Robinson explained that this item was to get approval of payroll reconciliation for less-than-12-month employees. Currently we are advancing a portion of their pay. The SAP system/payroll would handle it beginning with the first day of work this year. The system is going to accrue their pay based on their pay for Labor Day, Fall Holiday, Thanksgiving, and Christmas enough to go through the summer. Once we get through this year, they will not have an advance or PNE and employees would never owe the district any money. That is unless they start in November or December and the employee quits in the first semester or they leave the district during those first few months they would still owe HISD money and we would be unable to collect it, either with days or through their pay.

Mr. Dewey wanted to know if this only affects employees that leave the district early. Ms. Robinson explained that this is for all less than 12-month employees. They can either pay back the district over 3 years or they can give back a portion of their PNE days that they have accrued. When we advance the money it is Paid Not Earned (PNE) and through the year that PNE is paid back to the district. Another deduction is for escrow, which is deducted throughout the year. It is also deducted and used to pay through the year for Thanksgiving, Christmas and the summer. Ms. Robinson stated that the escrow is paid out for this year for the period that ended July 17th. Ms. Robinson stated that the July 30th pay check, and the August 10th pay check, is Paid Not Earned; the following pay check is ½ PNE. Mr. Dewey stated that we have been riding on this advance then it starts all over.

Mr. Capo wanted to know how HISD is going to inform teachers. Ms. Robinson stated that once the Board approves this board item, we are getting together with Robert Robinson, payroll manager, to pull the documents that we used for the 12M employees. We need your ideas. What is the best way to communicate this out to teachers? We will pull out those documents and redo them. Mr. Capo wanted to know if this was going to happen in the fall or the first of the year. Ms. Robinson stated that it will begin towards the first of the year. It will be January or February before we have a deadline in place for employees to make a decision before they have to pay back. Mr. Dewey asked if they could pay back with money or leave days. Ms. Robinson responded that they could pay back either with money or leave days.

K-1	PROPOSED REVISIONS TO BOARD POLICY DNA(LOCAL), PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS-SECOND READING	Office of Human Resources Gloria Cavazos Jeff McCanna
RESPONSE: Emile Fair asked if there was any questions about the Performance Appraisal Evaluation of Teachers – Second Reading. One of the things we added after we talked last time, even though it was inferred that it was teachers and it was not written per our conversations, we went back and added teachers as well.		
CHT Item(s):		RESPONSE
CHT - 1	With the termination of the SAS contract, what adjustments will the district make to the scoring of TADS SP criteria and the calculation of January 2017 ASPIRE bonuses?	Office of Human Resources Gloria Cavazos
<p>RESPONSE: Emile Fair explained what was done in the past with TADS SP criteria, , if you did not have SP, it would default back to 70% instructional practice and 30% professional expectations. That is exactly what is going to happened for 15-16 if the teacher did not get two progress measures. If they had two progress measures, they still will have two work sheets would be able to complete it. But if they just had value added in one progress measure, they would not have a student performance measure.</p> <p>Mr. Dewey wanted to know if they would be asked to come up with progress performance measure. Mr. Fair stated “absolutely not”, since the year 2015-2016 has already passed. Mr. Dewey asked how about this year? Mr. Fair responded, yes as far as ASPIRE bonuses is concerned. We addressed 180 principals at a few different meetings and received feedback on some proposals to review on what we might do for ASPIRE this year and also for TAAS 2016-2017. There were many recommendations, one of which we are looking at is using comparative growth from state testing models. Comparative growth in house; but we did comparative growth in before with norm-reference testing; which I know you have seen before. We also discussed bringing an RFP again to review; do we want to renew Value-Added? And the last thing would be to take the progress measures from the state and look at that for the ASPIRE bonuses. The principals seem to be in favor of the Comparative Growth model, but again, we are still waiting for that decision to be made as to what they are going to do to pay-up the ASPIRE awards 2015-2016. Mr. Dewey wanted to know if this was the last money budgeted for ASPIRE. Mr. Fair explained that for the 2016-2017, will have 23 schools that will be involved with ASPIRE and TIF. There are only 23 schools that would have anything to do with ASPIRE. The model that we put in now, hopefully, will be the model for 2016-2017 for those 23 schools as well.</p> <p>Steve Antley wanted to know when you are talking about comparative growth, are you going to be using state test or internal test. Mr. Fair responded that we will use the state test. Mr. Antley stated that they were really concerned with internal testing that HISD is using for Snapshots and Benchmarks. It is no fault of our curriculum department, it is just that those tests are not being tested for any kind of readability. One of my social studies friends are writing those tests. I am not trying to criticize them, but I am just saying that a test is being written for some internal assessment. Even with your end-of-year test. If you were planning to use the end-of-year test for the test, right. Mr. Emile stated yes the pre-approved assessment.</p> <p>Mr. Antley stated that none of these tests have been vetted in any way. Not like your standardized test; not like STAAR. The quality of the item is kind of iffy. Even on the end-of-year that we saw this past year. That is a concern that we have, if we are going to use the in-house test, we need to raise the quality of these tests.</p> <p>Mr. Fair stated that for the ASPIRE it is not an in-house STAAR testing. As far as the district pre-approve test, we had a lot of ongoing conversations with Lance, Dr. Houlihan and Annie regarding the pre-approved assessments to move forward.</p> <p>Lance Menster stated that as we look at the analytics in every single one of the snapshots and the pre-approved assessments.</p> <p>Mr. Antley said for example, you are not field testing either. A lot of us have been involved with the state and the test when we field test items and you sit for hours and hours. You don’t do anything like that. You know after the fact because you are looking at the analytics.</p> <p>Mr. Menster stated that fortunately we are moving into your 3 year.</p> <p>Mr. Fair asked if this answered their question on competitive growth would be innovative. We never have done competitive growth based on state testing. We have done competitive growth based on norm-reference test; so this is something that is creative enough to really fall in on ASPIRE. We are also going to recruit 3rd grade teachers. Research and Accountability is going to run a competitive growth to also include 3rd grade teachers on the ASPIRE rewards. One of the things that the principals wanted is to have 3rd grade teachers included.</p>		

Mr. Dewey asked if I am a teacher coming in this year, how am I going to be evaluated this year? Mr. Fair responded that teachers are going to be evaluated in instructional practice and professional dictations. We are hoping to have something in writing that the student performance measures would be assigned to teachers by September 19, so we can pass student measures now and that student performance is going to be a part of this. Mr. Dewey asked if we do not make it, are we back to 70/30 at least for this coming year too?

Mr. Fair stated that has been considered. If we cannot get it by a certain date, would we consider the 70/30 model. If we get to that point, it would be a Chief's decision.

CHT- 2	What kinds of tangible support services will be provided to individual classroom teachers, as district policy changes and budget cuts decrease the disciplinary removal of students?	Office of School Offices Grenita Lathan, North Area Sam Sarabia, South Area Jason Bernal, East Area Dr. Jocelyn Mouton, West Area Esther Omogbehin, Non-Zones / Charters
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WRITTEN RESPONSE: Dr. Jocelyn F. Mouton –West Area schools will provide resources such as counselors, CIS staff, instructional specialists, and contracted support from DelPelchian etc., who would provide support and guidance to students struggling with discipline issues.

RESPONSE: Mr. Steve Antley stated that he knows that the Beechnut budget was reduced significantly. Does that mean slots? Annvi Utter responded yes, that the reduction was on the slots. Every year we have been reducing the number of students that we send there. We had about 800 hundred that we serve every year at Beechnut. We pay for 1,100 but we reduced that contract to 700 hundred this year.

Mr. Antley wanted to know if we used 800 slots last year; but paid for 1,100. Ms. Utter responded yes, we pay for the slots whether we used them or not. We start the year with about 200 students, then towards the end of the year that numbers goes up. We hired Dr. Michael Webb?, who is leading that group, Psychological Services and the new department, Behavioral Intervention. We would have about 21 people in which each person would be serving about 13 schools, and the ratio is 1.13. These interventions and psychologists would be visiting schools at least once a week. Helping and supporting students with challenging behavior and helping 25 schools. A part-time psychologist would be shared at their campus. We are exploring how we can increase psychologists support on campuses in addition to the district support for our frame. We are doing more work with CIS and CYS as well. We are really excited that we are going to have the depth of support that is needed.

Mr. Capo wanted to confirm that there were 25 schools and if this was a mixed of schools. Ms.. Utter responded yes, there are a mixed of 25 schools.

HFT Item(s):		RESPONSE
HFT 1.	RIF Policy for Non-Contract Employees What is the RIFs policy and procedures for non-contract at will employees? Policy DCD (Local) states "Procedures for the reduction in force of noncontract personnel shall be developed". We are unable to locate any procedures even though reductions of noncontract personnel have occurred.	Office of Human Resources Gloria Cavazos Jeff McCanna

RESPONSE: Jeff McCanna stated that yes we do have a RIF policy for non-contract employees. It is aligned with policy DCD (Local). We have procedures in place that are communicated out so that if you have to reduce employees you know the order which is aligned with current policy. We also provided resources for any staff that was affected. We gave them some support information, some specifics. Ms. Gonzalez stated that you have listed and highlighted the part that pertains to the procedures for the reduction in force of non-contract personnel shall be developed. Mr. McCanna stated that yes they are developed.

Ms. Gonzalez requested a copy. Mr. McCanna stated that they were not in the policy. The policy states that you develop procedures and so we develop a procedure and it is aligned with policy.

Mr. Dewey stated that was part of their question. Ms. Gonzalez stated that Erica Graham was great and had sent her exactly the same information. But when trying to explain to a non-contract employee in an email with

bulleted points, they question her and say there must be something in policy. Mr. McCanna stated that he understands what Ms. Gonzalez is saying and again, I defer to that the procedures are not there at this time. But the information that is aligned with policy is in place. It is very similar to the benefits that contract employees get when going through the whole process. We made sure that as you look at that, we were very proactive in making sure that we are doing this for the right reason. It was thoughtfully done. We also put together a lot of support information for anybody that was affected. Again, we were diligent to get them a position back in HISD. We also did a lot of work outside the district. We were very proactive in the support that we gave them. Mr. Capo stated that the first thing that pops into his mind is: Is this a qualified procedure or regulation? Is it going to hold the same weight in a resolution process? Because that is generally where those come from, so we don't leave with any misunderstanding, today. This is standing instead of your regulation for the time being. If there is an issue, this is where we are going to make sure those procedures have been followed appropriately. Ms. Graham stated that yes the policy is clear, the CDCD (Local) says that we would develop procedures. This is the procedure that was developed for the end of the 2015-2016 school year due to the cuts that you know we had to do district wide. I expressed that to Ms. Gonzalez as well; that this is what our managers and our supervisors received. This is the criteria they were told to follow and the order that they were told to follow it.

HFT 2.

Opening of the School Year Memo

August is a good month to remind principals of the basic rules governing employees. HFT requests the district issues to all principals a memorandum outlining these rules and procedure similar to the one issued last year. (attached)

Office of School Offices
Grenita Lathan, North Area
Sam Sarabia, South Area
Jason Bernal, East Area
Dr. Jocelyn Mouton, West Area
Esther Omogbehin, Non-Zones / Charters

WRITTEN RESPONSE: Dr. Jocelyn Mouton, West area, is in support of sending the memo out to staff outlining the rules and procedures as was done last year. We will work with the chiefs to send the memo that was sent out in August.

HFT 3.

Staff Development Schedule

Will the district issue a schedule of staff development that will be offered or required during the nine days from August 8th to August 18th? Will this schedule include"

- The days of district mandated training.
- The days of campus developed training.
- An opportunity for employees to get training that has so far only been offered during the summer or on weekends.
- An opportunity for employees to prepare for the 1st day of school.

Office of Academic Services

Lance Menster and Melanie Evans-Smith

WRITTEN RESPONSE: During the August Pre-service week (August 8-18) the District has maximized the days campuses have for campus development training with focusing district trainings on 'job alike' days – August 11 and 17. (*Refer to ATTACHMENT.*) There are some additional 'make-up' District sessions (aligned to instructional initiatives) offered to provide campus administrators flexibility to ensure teachers participate in needed training prior to the instructional year. In addition, campus Administrators received communication with the HISD compliance training list and information to allow campus teachers and employees to complete during the Pre-service week. The 2016-17 HISD Calendar includes August 19, 2016, as a Teacher Preparation day where training is not scheduled to allow teachers classroom preparation and instructional planning time.

Trainings offered during the Summer are made available to teachers during the Academics year through online learning platform and/or Instructor-led sessions. These opportunities are provided to allow for new teachers and other teachers to participate in the role-based learning.

RESPONSE:

Mr. Dewey wanted to know if that was the staff development schedule. During the June meeting we were told that teachers who could not do training during the summer, they would be given time to do their training during the first 9 days of the year. Over the Virtual middle school yesterday, the principal told their teachers that they would not send anybody to do their training because this was her time and they could do their training during their conference period. An experienced principal like that should not have to be told. Over at Walnut Bend I had a complaint that their work day was extended during their next 9 days with the promise that the

principal will give some time off to compensate for that. We have to have a schedule not only for these 9 days but for other days that can pop-up throughout the year that all of the sudden teachers are told, by the way this is mandatory, get it whenever you can unless these days which are really required and when they can be expected to do it. The idea to make an outline during the summer time it would be a solution, when you are asking teachers to work outside their contract, which is a vital issue. We really do need to get a staff development schedule put together so our teachers can plan their lives. Not necessarily won't want to do it during their own time, but this last minute for example: you have to do this on Saturday. They have their own lives.

Lance Menster stated that he wants their feedback. In the years that he has been around, this year has been the best. In what we did intentionally, they sat on the feedback from teachers from principals and desire for teachers to be spending more time planning and collaborating on their campuses and for campuses to have time for building time for online planning trainings. The nine days of pre-service trainings are all campus based this year. We did release a memo where there is two job-alike training days for enrichment areas other specialty areas where we don't have to robust that to offer training throughout the summer and throughout the year. We also, as part of that memo, had specifically an opportunity for Literacy in the Middle and Literacy By Three. The district initiatives specifically for a campus principal to choose to prioritize that for teachers that are a new hire and were unable to attend the new teacher academy that there is another opportunity for them to attend before the first day of school. Another thing, this is the first year that we are able to do this. We emailed a memo to all schools leaders, district wide communication that went actually to every employee inbox with all the compliance training with the hope and expectation that nine days of pre-service that each of these courses are one hour long. That we should have nearly 100% of employees even though they don't have to be done by the end of pre-service.

Mr. Dewey asked if the principals will fill out the day before in campus.

Mr. Menster stated that we would like your feedback after these nine days.

Mr. Antley stated that the memo that came from Academic Services was a very positive step and it had everything listed. The problem was that the list was long. It was a total of eight hours training and then it said, by the way, this is on OneSource. You have to do the employee self-service training and the OneSource training also before you can do the eight hours. That is our concern. We will give you our feedback. Sometimes people don't realize that the online training takes time.

Mr. Menster stated that previously the person responsible for each of those courses would send out a different memo. It would be released after the pre-service days. So, our hope even though it is eight hours of training, it is required. I hope people would say that this is important information trainings for folks to have. I hope time is built into the day.

Mr. Dewey wanted to know who does the state compliance, Health Services?

Mr. Antley stated that the compliance trainings are required every year by law. You should get better and better after you have done it five times.

HFT 4.	<p>Voter Registration of Eligible High School Students Texas Election Code chapter 13.046 (attached) makes every high school principal a deputy voter registrar and requires that the principal distribute voter registration applications to every eligible student at least twice during the school year. HFT would like the district to do the following:</p> <ul style="list-style-type: none"> • Distribute this information to each high school principal and assist the principal in obtaining sufficient voter registration applications. • Designate a week in September (possibly to coincide with the federally mandated observation of Constitution Day) when student voter registration will be observed as a district priority. A second week can be held in February (possibly to coincide with President's Day). • Develop a local board policy that mirrors the state law so that voter registration becomes a routine activity in subsequent years. 	<p>Office of Student Support Mark Smith</p> <p>Bernadette E. Cardenas</p>
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RESPONSE: Bernadette Cardenas stated that this started last spring. Harris County Tax Office came in and provided information to the secondary principals during one of the principals meeting. At that point, the Secondary Chiefs took it over and the principals organized themselves and made sure that the voter

registration got in there. HISD Media department is working with Mi Familia and Univision to make sure that a districtwide registration drive is done and they are going to assist at the high schools to help get the students registered. There is going to be a press conference on September? 27th and Mayor Turner is going to announce it. Mr. Dewey stated that he had just come from that meeting and the date had been moved since Mayor Turner can't be there on the 27th. There will also be a communication going out to the secondary principals with attachments and links on how they can get more information. Mr. Robinson stated that he has seen sporadic voter registration efforts made with students. I recently became aware that this is state law and that all principals are to be voter registrars having to put the voter registration information into the student's hands twice a year. September is a good date to be voter registration date, which is also constitution week on the 17th. Schools receiving voter registration money are supposed to use that money for this effort. He also stated that if principals could be encouraged to make it possible and look at the voting place at schools for their (students) registered voters (two weeks) prior to the election date for those students that want to vote. This is something by law that has to happen twice a year. He also stated that it is time to really exercise putting registration cards in students' hands. He would keep following up on that to make sure it happens. Mr. Robinson thanked Ms. Cardenas and stated that maybe this should be put in policy. Ms. Cardenas stated that she really appreciated this suggestions. Ms. Cardenas believed this was done last year. Univision and La Familia had a prize award for the schools that had the most voters. Ms. Cardenas stated that this is something that needs to happen twice a year; putting registration cards in students' hands. Ms. Cardenas stated that currently we have the local policy which refers to the election code which needs follow-up.

HFT 5.

Summer School Pay at REACH Charter

Teachers at REACH Charter have complained that they have not received all of their summer school pay. Can this be investigated?

School Offices – East Area
Jason Bernal

Debbie Crowe

RESPONSE: Natalie Blassingame stated that her team worked very hard with the summer school. Trying to avoid all issues. For the most part, everything went as plan. One issue was the configuration in the OneSource is different. Because there are 11 month schools in their charts. Somehow it was not configured correctly. It did not come to our attention that summer school was having issues. They were trying to problem solve through the OneSource venue. There was a lot of messages and errors coming to the open lab. It was a non-standard situation for people and the open lab struggled to answer. For most of the employees, they have been able to problem solve in the system and entered payroll. There were a few that were not. Thanks to a team effort, I would give Debbie Crowe, SSO, the credit. Everybody will be get paid by this Friday whether they were able to problem solve in OneSource or not. I don't know how that would happened, but they would be able to cut a check for everybody.

Robinson: I talked to Debra so as soon as she sends me the list of the employees with the hours that she approved, they will be paid. I will go ahead and process the payment that same day. It would either be a direct deposit for the next day or a check mailed to the employee. Employees have the option to come and pick-up the check.

HFT 6.

Employee Health Insurance

We have several questions we will bring to the meeting regarding the increase in rates and reduction in benefits for employee health insurance.

Office of Finance
Sherrie Robinson

Brad Bailey

RESPONSE: See response to I-4.

Meeting: adjourned at 5:42 p.m.

Next Meeting: Thursday, September 1, 2016, 4:45 p.m. in 3SE36 (Supt's Large Conference Room)



Instructional Consultation Meeting

Tuesday, August 9, 2016

4:45 p.m.

3SE36

SIGN-IN SHEET

NAME	SIGNATURE	GROUP/DEPARTMENT
ANTLEY, Steve		CHT (Congress of Houston Teachers)
ROBINSON, Charles	<i>Charles Robinson</i>	CHT (Congress of Houston Teachers)
CAPO, Zeph	<i>Zeph Cap</i>	HFT (Houston Federation of Teachers)
DEWEY, Andrew	<i>A Dewey</i>	HFT (Houston Federation of Teachers)
Esther Omogbehin	<i>Omogbehin</i>	Chief School Officer, NON-ZONED / CHARTERS (Facilitator)
<i>Deelyn Wright</i>		<i>CSD</i>
Stan Osborn	<i>Stan Osborn</i>	<i>Asst Controller</i>
Bernadette Cardenas	<i>Bernadette Cardenas</i>	Student Support Services
Grenita Lathan	<i>Grenita Lathan</i>	CSD
Lance Meuster	<i>Lance Meuster</i>	Academics
McCanna, Jack	<i>Jack McCanna</i>	HR
Briley, Brad	<i>Brad Briley</i>	Benefits
Friz, Emile	<i>Emil Friz</i>	CD
Andrely Gomez	<i>Andrely Gomez</i>	HR
Natalie Blasingame	<i>Natalie Blasingame</i>	Intitus Office - <i>School</i>
Zeph Cap	<i>Zeph Cap</i>	HFT
RECORDER:		



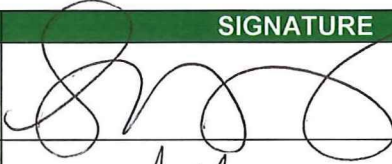


Instructional Consultation Meeting

Tuesday, August 9, 2016

4:45 p.m.

3SE06

SIGN-IN SHEET

NAME	SIGNATURE	GROUP/DEPARTMENT
Sonia Gonzalez		#FT
Steve Antley		CHT
Robert Robinson		Pyram Manager

RECORDER: