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President, PHILIP RUMORE

November 7, 2018

MEMO TO: All Buffalo Teachers  
FROM: Philip Rumore, President, BTF  
RE: Updates/Issues

### **SCHOOL SAFETY – OTHERS IN SCHOOLS**

We continue to receive concerns that people who are not Board employees, e.g. in some case parents, are entering our school and classes without notice.

For example, one parent after going to the office, went to a teacher's classroom and confronted the teacher.

The contract states:

Article XI, L., page 23

Classroom interruptions shall be permitted only in case of urgency. Persons other than Board of Education personnel shall be allowed to enter classrooms only with prior consultation with the classroom teacher.

Article XVI, A., page 34

Parent-Teacher conferences are desirable and encouraged. Parents desiring conferences with teachers shall make requests through the Building Administrator. Upon granting such request the administrator shall arrange that such conference shall be scheduled when the teacher is not supervising pupils. If this is not possible, appropriate relief shall be provided for the teacher.

Non-Board personnel shall not be authorized to enter a classroom unannounced during teaching periods or at other times when the teacher has responsibility for pupil supervision.

If the above requirements are not being followed at your school, make the administrator aware of them. If, once the administrator is informed, they are not followed, a grievance should be initiated. In addition to common sense, we are talking about school safety.

If there are still uncorrected safety concerns at your school, please relate them to BTF at [sumhauer@btfny.org](mailto:sumhauer@btfny.org).

## **SPECIAL EDUCATION – IEP TIME**

Teachers required to complete IEP's and to be present for CSE meetings are apparently having difficulty obtaining release time to do so.

Our contract states:

Article XXIII, I., pages 42-43

Individuals with Disabilities Education Act (IDEA) - By first using the resources available in the school and other resources if deemed necessary and authorized by the District, the district shall provide planning time for teachers to complete the Individualized Education Plan (IEP) forms. It is understood that such planning time may be full or half days of released time when classes are otherwise in session. When the Committee on Special Education (CSE) meets to review the case of a referred child, the referring teacher will be sent notice of the meeting. By first using the resources available in the school and other resources if deemed necessary and authorized by the District, the referring teacher will be permitted to attend meetings of the committee. The process of **integrating a student with a disability into the general education setting** shall include conferences between the referring teacher and the receiving teacher. The teacher designated to participate when a student's initial classification and/or level of service is before the Committee on Special Education, shall have a vote at the CSE meeting if said vote is permitted by applicable State and Federal regulations.

We continue to receive concerns relating to the evaluation of students who might require the additional services provided as per special education placement. Please advise us of concerns relating to securing special education assistance for students in your class/school by emailing [sumhauer@btfny.org](mailto:sumhauer@btfny.org).