



UFT SPEECH CHAPTER SEPT MEETING

**CAROLINE MURPHY – CHAPTER LEADER
BRENDA CAQUIAS – ASST. CHAPTER LEADER
SUSANNAH BLUM – ASST. CHAPTER LEADER**

**WELCOME
BACK!**

AGENDA



01 Schedules

02 Caseload Form

03 408s

04 Referrals

05 Consents

06 Space

07 Survival Class

08 Misc



**CAROLINE
MURPHY**

Cmurphy@uft.org



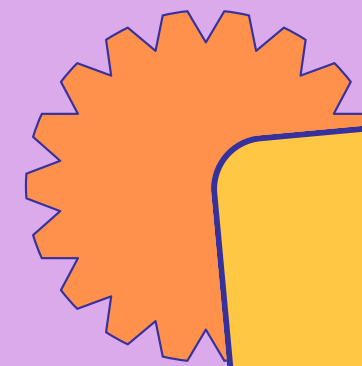
BRENDA CAQUIAS

Bcaquias@Uft.org



SUSANNAH BLUM

Sblum@Uft.org



MEET

THE TEAM





Please wait until the end of the presentation to enter any questions. If you start putting in question now, they will be lost in the queue.

If you have specific questions you can ask during virtual office hours tomorrow.

Link to join office hours will be put in chat

WHAT WE ACCOMPLISHED

Last year

**CASELOAD/
WORKLOAD
FORM
REVISED**

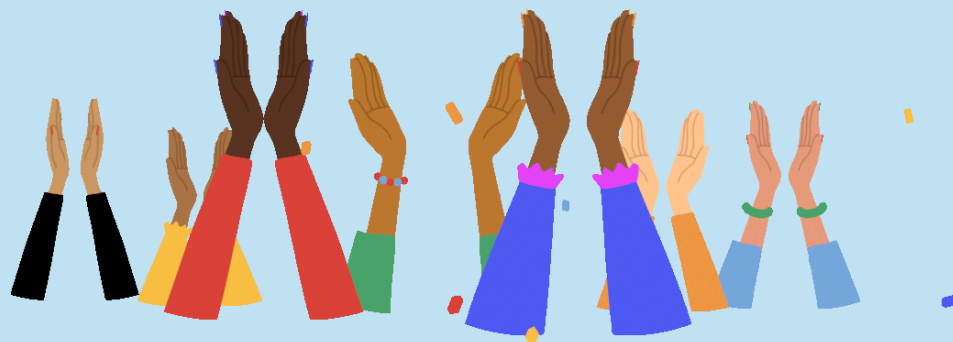
**CONSENTS IN
PROCESS
OPERATIONAL
COMPLAINT**

**END OF THE
YEAR
SUMMARIES -
ELIMINATED
SINCE THEY ARE
DUPLICATIVE**

**PREK
ITINERANT
HOURS
CORRECTED**

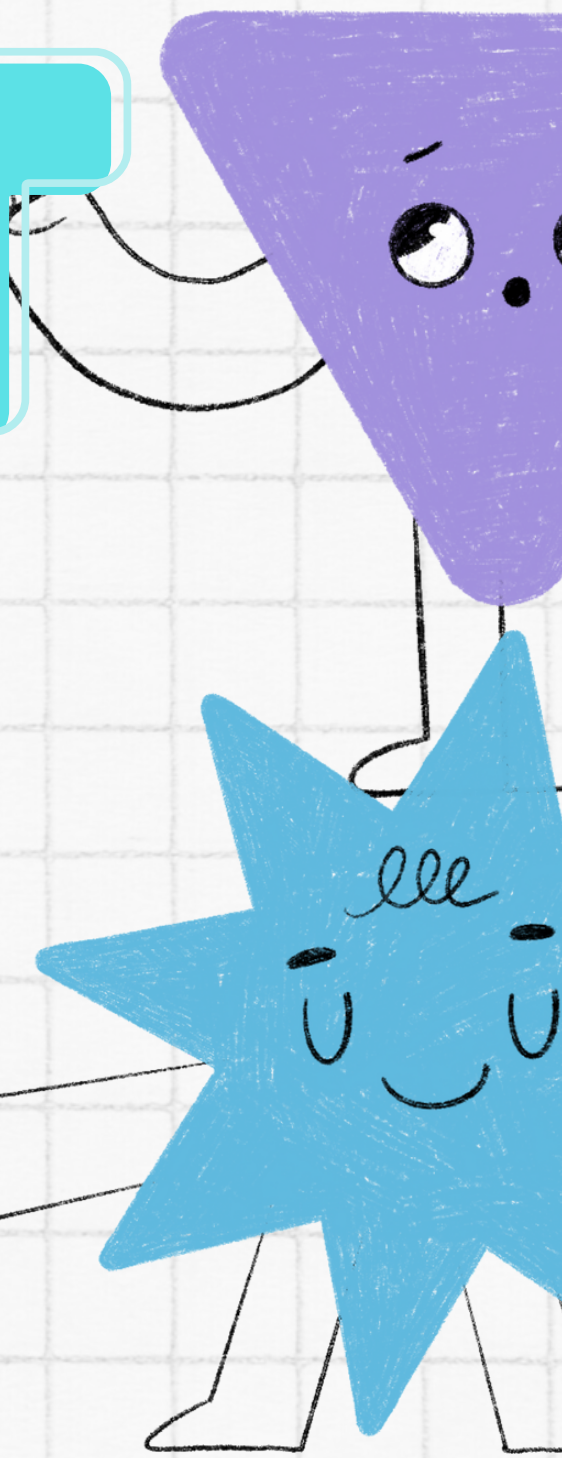
**SPACE ISSUES
RESOLVED VIA
THE
OPERATIONAL
COMPLAINT
PROCESS**

Raised 1414.80 as the Speech Team for Breast Cancer Awareness





IMPLEMENT



Contract Ratified June 2023

ENFORCE

CONTRACT 2023: PAY INCREASES



refer to webpage:

<https://www.uft.org/your-rights/contracts/contract-2023/contract-2023-pay-increases>



SCHEDULES

All different settings for speech providers

Elementary
Middle School
High School
D75
Prose
PRAC
CSET
PreK Itinerant
CAT



CHANGES IN SESIS RECONFIGURATION ARE ONLY FOR PROVIDERS THAT ARE ASSIGNED FULL TIME IN SINGLE SESSION SCHOOLS

NEW
Pilot
Workday

25 minutes in
person before or
after school, no
SBO needed

55 minutes
remote sesis

CHANGE IN MULTI SESSION HIGH SCHOOLS AND OTHER SCHOOLS WITH 6 HOUR 50 MINUTE WORKDAY

C6 reduced
to 4 periods
per week and
one
converted to
OPW

40 minutes of remote
parent-engagement time
twice per term in
October, January,
February and April. In
these months, there will
be one 40-minute faculty
conference OR one 40-
minute grade
conference.

- After-school faculty and grade
conferences:
- In November, December,
March, and May, there will be
both one 40-minute faculty
conference and one 40-minute
grade conference for
teachers.
 - These conferences will take
place before or after the
school day.

PROVIDERS NOT ASSIGNED FULL TIME TO A SCHOOL (CAT, CSET, PRAC, PREK ITINERANT)

Guidance is forthcoming

THE FOLLOWING ACTIVITIES CAN BE PERFORMED DURING PARENT ENGAGEMENT:

- **face-to face meetings (individual or group) with parents or guardians;**
- **telephone conversations with parents or guardians;**
- **written correspondence including email with parents or guardians;**
- **creating newsletters;**
- **creating content for school/class websites and/or answering machines;**
- **preparing student report cards;**
- **preparing student progress reports;**
- **meetings with parents of English language learners (as per Commissioner's Regulations Part 154);**
- **preparing for any of the parent engagement activities listed above.**

VIRTUAL LEARNING

There is much work to be done before these jobs are made available. The UFT/DOE Virtual Labor Management Committee must agree on the details of the Central Virtual Learning Program.

Beginning in high schools this year.



15. TELECONFERENCING

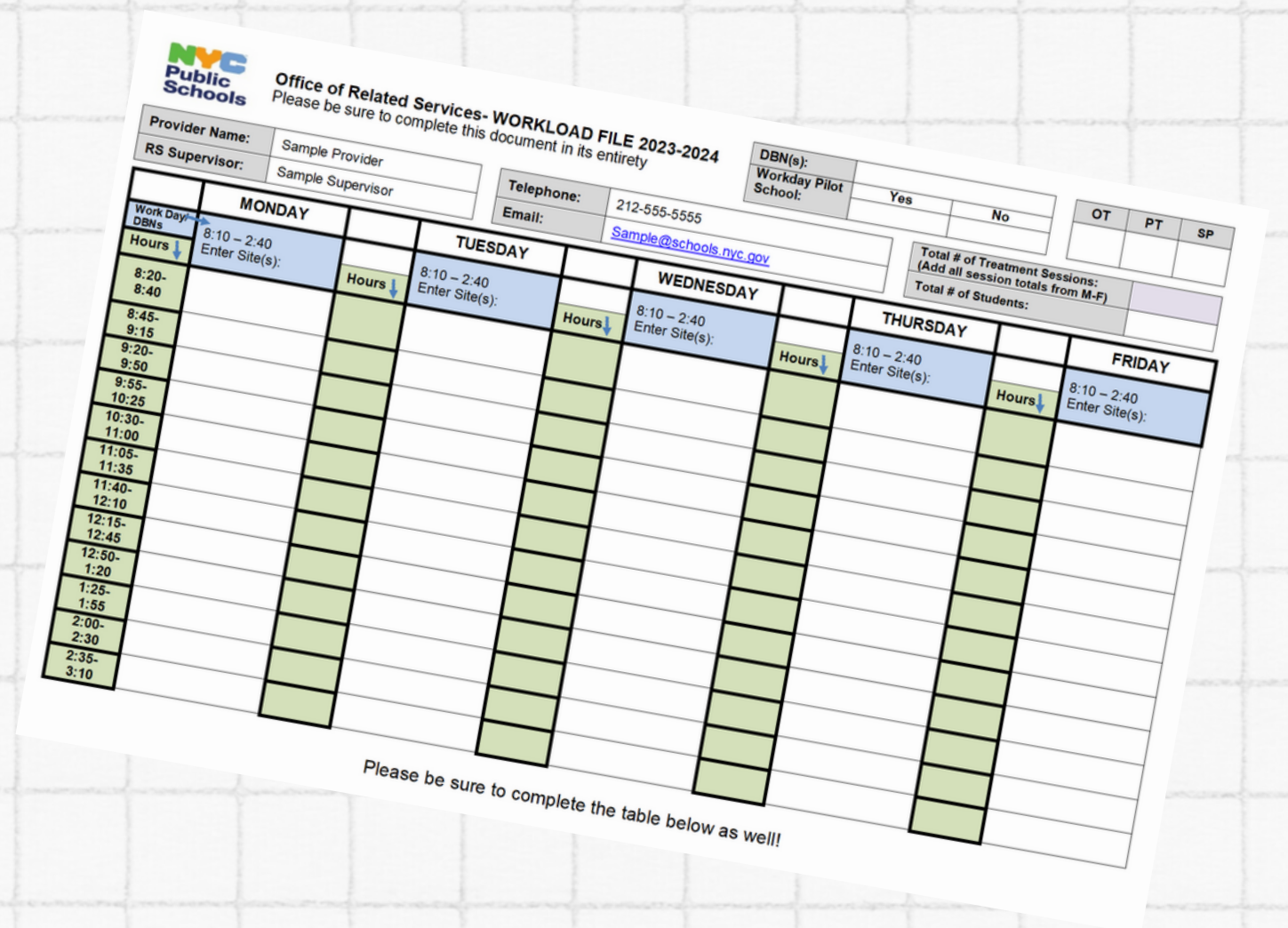
Modify Article 7T of the Teachers' CBA and corresponding provisions of other Agreements as follows: The required participation of special education teachers and/or related service providers in IEPs, EPCs and CSE reviews may be accomplished via teleconferencing at the discretion of the appropriate Principal or Supervisor. **If the teleconference occurs during a teacher's preparation period, or during an administrative period in which he or she is relieved, compensation will be paid at the coverage rate.** If the teleconference occurs on other than school time, compensation at the applicable per session rate will be paid.



CASELOAD/WORK LOAD FORM

Caseload - still an excel sheet

Workload - No longer a glitchy excel form. It will be word document.



The image shows a form titled "NYC Public Schools Office of Related Services- WORKLOAD FILE 2023-2024". The form includes fields for "Provider Name", "RS Supervisor", "Telephone", "Email", "DBN(s)", "Workday Pilot School", "OT", "PT", "SP", "Total # of Treatment Sessions", and "Total # of Students". It also features a table with columns for "MONDAY", "TUESDAY", "WEDNESDAY", "THURSDAY", and "FRIDAY", and rows for "Hours" and "Enter Site(s)". The form is designed to be completed by a provider to report workload data.

Work Day-DBNs	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:20-8:40	8:10 - 2:40 Enter Site(s):	8:10 - 2:40 Enter Site(s):	8:10 - 2:40 Enter Site(s):	8:10 - 2:40 Enter Site(s):	8:10 - 2:40 Enter Site(s):
8:45-9:15	Hours	Hours	Hours	Hours	Hours
9:20-9:50					
9:55-10:25					
10:30-11:00					
11:05-11:35					
11:40-12:10					
12:15-12:45					
12:50-1:20					
1:25-1:55					
2:00-2:30					
2:35-3:10					

Please be sure to complete the table below as well!

FIRST DAYS

determine caseload

- look on sesis to determine students that have speech services.
- Work as a speech team to decide who is picking up which students.
- Choose by grade, class.
- No seniority on who chooses students first.

enter student on caseload form

next enter the students on the caseload form and start creating a schedule

read IEPs

You must read the IEP and sign off on the 408

pick up students

You can start before you have a finalized schedule to start picking up students

CHAPTER 408 REQUIREMENTS

IEPS OF 3K-12TH GRADE MUST COMPLETE THE 408

Regulations of the New York State Commissioner of Education for Chapter 408 require that all those responsible for providing programs, services, and supplementary aid to students with IEPs are familiar with the full scope of each student's current IEP, and their responsibilities for implementing those IEPs.

Refer to link from SOPM/DOE website:

<https://infohub.nyced.org/nyc-doe-topics/specialized-areas/special-education/administrative-resources/chapter-408>

Sample email 408 notification if your school does it electronically:

<https://infohub.nyced.org/docs/default-source/doe-employees-only/chapter-408-appendix-c.pdf>

REFERRALS

To be completed within 10 days of
the first day you see the student or
a change in the mandate

SPECIAL EDUCATION COMMITTEE

- **in each school**
- **to address compliance issues**

SURVIVAL CLASS

Fall 2023 Dates: Sept 20, 27, Oct 5, 12, 19, 26



The Speech Chapter of the UFT offers a “Speech Survival Class” for new speech teachers, for those who joined the Department of Education within the last three years or who are returning after a prolonged absence. The syllabus covers topics that will help you to understand and manage your roles and responsibilities on the job.

Registration link: <https://web.cvent.com/event/39556a2f-b005-480d-a51a-4247762fd1d7/summary>.

2023 OPEN ENROLLMENT FOR CATASTROPHIC MEDICAL

You can enroll yourself and any eligible dependents between **9/8/2023 until 10/13/2023** with an effective date of January 1, 2024. If currently enrolled you can add an eligible dependents.

Once the out of pocket deductible has been satisfied the CMM plan offers

- benefits for eligible expenses that your basic plan does not fully cover, including prescription drugs.
- critical illness benefit the pays a one time \$1,000 lump sum in the event that a covered member is diagnosed with a critical illness.

Visit memberbenefits.nysut.org or call AMBA (888-386-9788) to learn more about this opportunity.



MISC QUESTIONS

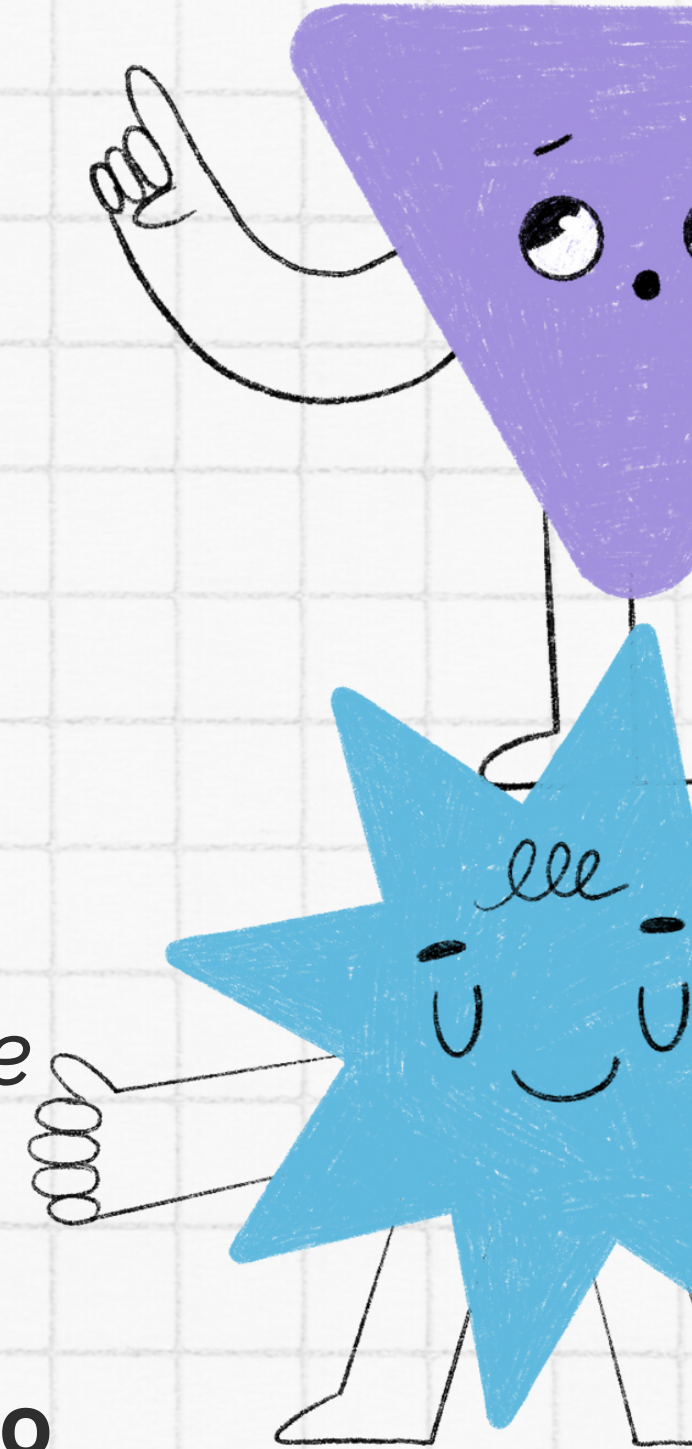
How do I apply for a restoration of health? *via SOLAS*

When does our contractual day start and end? *depends on each school*

If itinerant does supervisor need to keep you in the same district as your payroll school? *yes*

When should speech only IEPs be held? *you choose what time is best for you, can not cancel sessions*

Extra 25 minutes in the morning, is it for providers only or also for teachers? *Only providers in the pilot workday*



MISC QUESTIONS

For the past 2 years our principal has needed us for arrival duty from 7:40-8:05am which is supposed to be our sesis time. If they request again what should I say? *Providers DO NOT do arrival/dismissal duties unless it is a per session assignment you chose to do. Contact your chapter leader and me immediately if you have an assignment during your contractual times.*

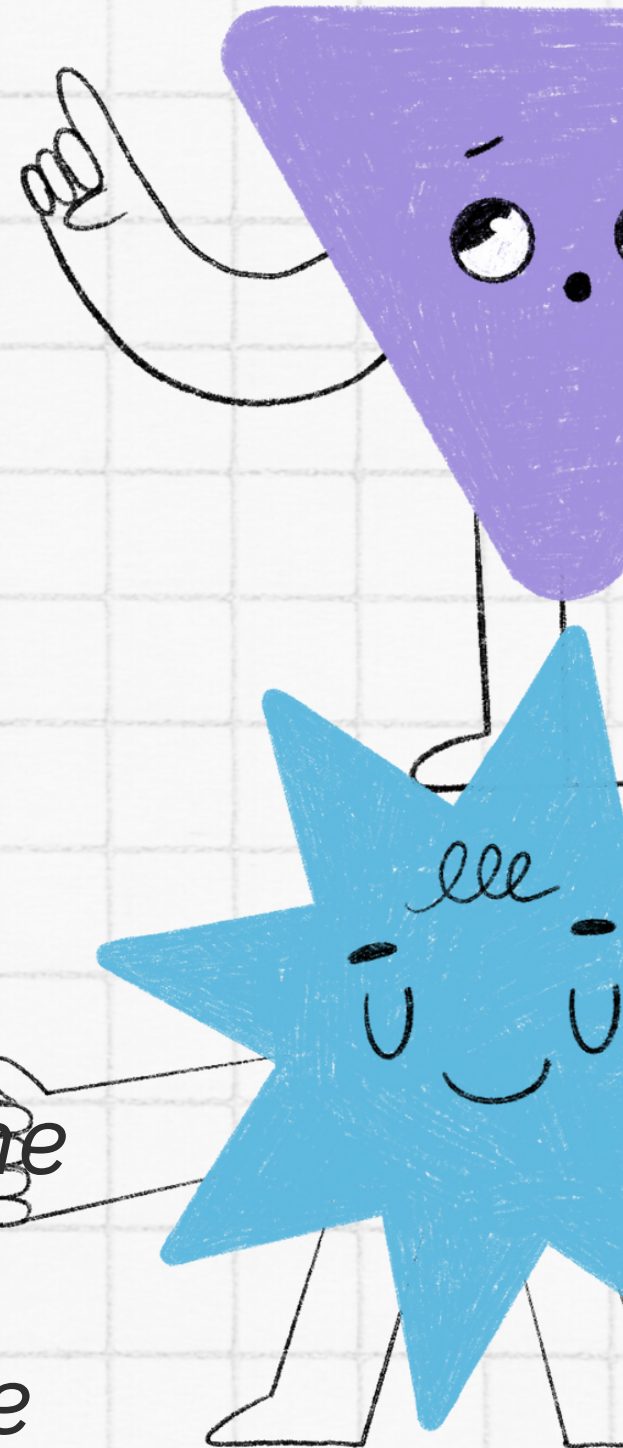
Right to return to building after a leave? *within 2 years you have the right back to your position, within 4 years the right to a position in your district*

MISC QUESTIONS

If we have a student that is mandated to get services in another language and has interim language listed as English, do I list interim language as English on the next IEP, any steps/procedures to be aware of? *refer to the SLP Practice guide and speak with your speech supervisor*

Do you write a progress report for triennials? Not if you attend. Refer to SOPM page 47

What should we do if told to push into the classroom? If on the IEP it states separate location, you need to follow the legal document. If you are being told to change the IEP that can be brought to the special education compliance committee in your school or file a special education complaint.

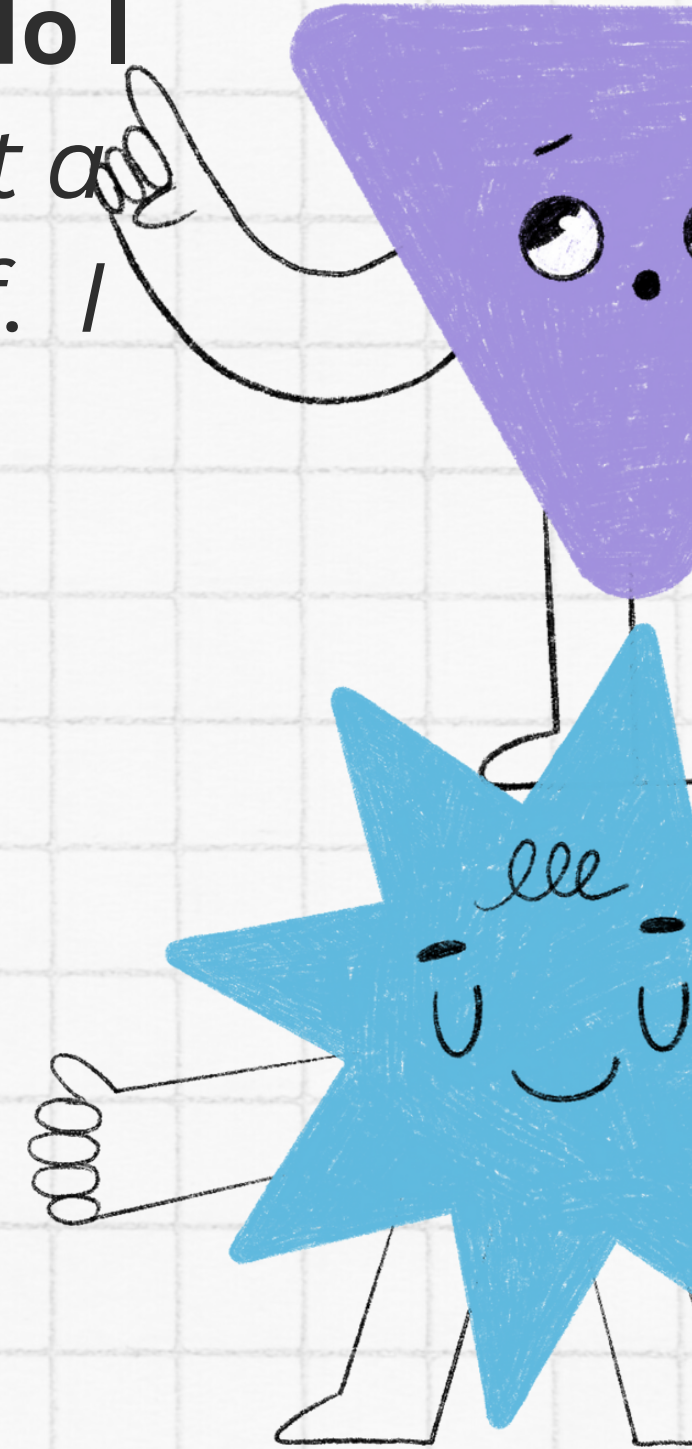


MISC QUESTIONS

I am new to the PRAC team, who is my supervisor or who do I contact for speech related support? *Your supervisor is not a speech supervisor. You can contact a colleague or myself. I work with Raul and Naomi to address PRAC issues.*

Healthcare Bonus questions - contact rmantell@uft.org
What was included in the new contract regarding safety?
<https://www.uft.org/your-rights/contracts/contract-2023/contract-2023-health-safety>

Do we still get medicaid per session 10/20? *yes*





LENDING LIBRARY

Opening on Sept 11, 2023

Hours: Mon-Thurs 3-5:30pm
or
Appointment

RESOURCES



Places to find important information



uft.org



uftspeechchapter.info



Speech Padlet/Website

<https://padlet.com/lhuntley8/nyc-doe-speech-and-language-services-d830q8reowf1>



WHEN YOU EMAIL UFT

- Only use your personal email (NOT DOE email)
- Do NOT include student information
- email: cmurphy@uft.org, bcaquias@uft.org,
sblum@uft.org

We'll meet on East 45th Street between 5th and Vanderbilt avenues in Manhattan at 9 am and enjoy food and beverages as we await our 11 am step-off time. We'll have a high school marching band, a DJ on the UFT's float, and a double-decker bus for our retirees who need to ride rather than walk.

Look for the Speech Banner to meet us



March with the UFT

March alongside your fellow union members at the NYC Labor Parade on 5th Avenue on Saturday, Sept. 9.

[Register today](#)

<https://web.cvent.com/event/b639d7ae-f41f-462b-a01d-40712dfae14f/summary?j=1006%E2%80%A6>

Calendar of Events

School 2023-2024:

Sept 6th – First chapter meeting of the year – Virtual ONLY

Sept 7th - Virtual Office hours, 3-4:30pm

Sept 9th – UFT Labor Day Parade

SPEECH SURVIVAL CLASS (Virtual) – Sept 20, 27, Oct 5, 12, 19, 26

Oct 4th – Monthly chapter meeting -Hybrid

Oct 15th – Breast Cancer Awareness Walk – Queens and Manhattan

Oct 22nd – Breast Cancer Awareness Walk – Bronx, Brooklyn and Staten Island

Oct 29th – Teacher Union Day

