



# Newburgh Teachers' Association

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## Minutes NTA Substitute Teachers' Chapter Wednesday, February 9, 2011 (Rescheduled from January 26, 2011)

### Call to Order

The meeting was called to order at 4:25 by Ellen Hart, NTA Treasurer and Substitute Chapter Liaison.

### Approval of Minutes

The minutes of the September 29, 2010 meeting were approved as read.

### Old Business

Copies of the Memorandum of Agreement that was approved and ratified on December 7, 2010 were given to Hector Hernandez to hand out to substitutes as requested.

### New Business

1. Substitute orientation. Goal is to get input from substitutes to incorporate items into a new orientation package that will be distributed to current and new substitutes for the Newburgh Enlarged City School District.
2. Centralize and update a list of all current substitutes. Discussions ensued with regard to maintaining a current list of Substitutes for the District. It was suggested that a current email for all substitutes be made available to the Substitute Chapter so that better and timely information can be disseminated to all concerned. Information will begin to be assembled.

### Adjournment

The meeting was adjourned at 6:00 pm.