



Glen Ellyn School District 41: Ignite Passion. Inspire Excellence. Imagine Possibilities.

MINUTES

Parent – Teacher Advisory Committee (PTAC) Meeting
Tuesday, April 7, 2015
4:00 – 5:30 p.m.
Central Services Office

Purpose: To understand the requirements of the School Code, as it relates to discipline policies, and make recommendations to the Board of Education based on review of current district information

Non-purpose: To discuss specific discipline incidents

Minutes:

1. Committee member introductions and sign-in

PTAC Committee Members	Culture of Care Committee Members
Jill Amrhein, Hadley Administrator Chris Blazek, Forest Glen Teacher Shana Frederick, D41 Parent Jenny Geighes, Forest Glen Social Worker Kelly Kardas, Hadley Teacher David King, Churchill Teacher Megan Kuczora, Forest Glen Administrator Catherine Lemon, D41 Parent Brian Schremp, Franklin Teacher	Adam Andres, Forest Glen Teacher Sam Battaglia, Franklin Teacher Jeff Burke, Franklin Administrator Michelle Gallo, CSO Administrator Karen Grieger, Hadley Social Worker Patty Jurczak, Hadley Teacher Kirsten Money, Franklin Psychologist Yael Navarro, Hadley Student Leslie Palmer, Lincoln Teacher Maddie Sevilla, Hadley Student Amy Wagner, Churchill

Members Present: Jill Amrhein, Adam Andres, Sam Battaglia, Chris Blazek, Shana Frederick, Michelle Gallo, Jenny Geighes, Karen Grieger, Patty Jurczak, Kelly Kardas, Megan Kuczora, Catherine Lemon, Kirsten Money, Yael Navarro, Leslie Palmer, Brian Schremp, and Maddie Sevilla

Members Not Present: Jeff Burke, David King, Trisha Matthews, and Amy Wagner

2. PTAC & Culture of Care Informational Presentation
 - a. Reviewed the purpose and non-purpose of the committees' work
 - b. Reviewed today's agenda
 - c. Shared a brief history of both groups' work and responsibilities
 - i. Parent-Teacher Advisory - reviewed Illinois School Code and board policy in regards to the requirements and the responsibilities of the parent-teacher advisory committee
 - ii. Culture of Care - this study group defined bullying in both adult and child-friendly language. It developed a matrix of escalating actions and graduated responses. It reviewed board policy and created a model policy to assist in analyzing current bullying policy. Finally, it suggested further steps in the district could take around areas such as communication, staff training and safety planning.
 - d. Provided background information about Positive Behavior Interventions and Supports (PBIS) and how schools/districts implement PBIS as a proactive systems approach for creating and maintaining safe and effective learning environments in schools for all students
3. Introduced PTAC and Culture of Care Resources
 - a. Each committee member received a folder of resources related to the committees' work. Resources included the following:
 - i. Current board policies related to student discipline
 - ii. Culture or Care D41 resources
 - iii. Student Behavior Report template used by all schools in the district to report behaviors which violate school rules/regulations
 - iv. D41 Student Handbook, including the D41 Discipline Matrix
 - v. PBIS overview and background information
4. Breakout Sessions
 - a. The committees moved to small breakout sessions where each committee reviewed the resources in the folder specific to their committee
 - b. Goals of the breakouts sessions were reviewed:
 - i. Acquire background knowledge related to committee work/responsibilities
 - ii. Review current D41 resources and board policies
 - iii. Discuss any observations and/or questions members may have about the resources in the folder
 - iv. Identify any additional resources committee members may think they need for future work
5. Reconvened breakout sessions:

- a. Group members shared out talking points from breakout sessions
 - i. Both groups reported that there was a lot of information to disseminate
 - ii. Important to review all documents to make sure information is up-to-date
 - iii. Both groups are interested into further discussion regarding PBIS and its implementation in the district
 - iv. Additional work time will be needed to continue document review and possible recommendations

6. Wrap-up:

- a. Reviewed Future Meeting Dates and Times
 - i. 4-21-15, 5-5-15, 5-19-15, and 6-2-15
 - ii. All meetings will continue to take place at CSO from 4:00 - 5:30 p.m.
 - iii. PTAC presentation to the Board will take place during the 6-8-15 board meeting
- b. Identified Future Agenda Items
 - i. Review current discipline data and identify trends throughout the district
 - ii. Review current state of PBIS in the district
 - iii. Continue review of current PTAC policies and COC resources
 - iv. Determine Board recommendations