Date: April 15, 2014

To: Instruction Committee

From: Nathaniel L. Rouse, Principal

Re: Parent Teacher Advisory Committee (PTAC)

The attached documents are presented as informational items only for the Instruction Committee based upon the current work of our Parent Teacher Advisory Committee on Student Discipline. In addition to the notes from the last two meetings (March 21st and April 3rd), the agenda from Last Thursday’s meeting is also attached.

Once the committee completes its work, we will bring forward recommendations from the committee to the Board of Education for approval.

Information Only.
Parent Teacher Advisory Committee  
Thursday, March 20, 2014  
3:30 – 5 p.m. – 2nd Floor Board Room

Present:
Nina Allen (Thrive)  Brian Beyers (SID)  Janel Bishop (Chair - SID)  
Randy Braverman (OPRF) Michael Byars (OPRF) Linda Caprile (Parent)  
Aleta Clardy (Parent) Deloris Collins (OPRF) Holly Economos (Parent)  
Suze Ferrier (OPRF) Rick Flores (Parent) Manuel Gonzalez (OPRF)  
Cathleen Martin (OPRF) Esteban Medina (OPRF) Allison Myers (OPRF) Melissa  
Potrawski (OP Township) Manuel Ruiz (SRO) Brandon Schneider (Student)  
Daniel Swope (Parent) Marvin Walker (OPRF) David Walksler (OPRF)  
Kaitlyn Walsh (Student) Jeff Weissglass (BOE) Mark Woods (OPRF)  
Kayla York (Student)  

Absent:
Heather Cody (OPRF) Jackie Moore (BOE) Sarah Roodhouse (OPRF)  
Nate Rouse (OPRF) Courtney Sakellaris (OPRF) Jonathon Silver (SID)  
Alisa Walton (SID) Barry Williams (Student) Gladys Wright (OPRF)  

Introductions were made by all in attendance.

A recommendation to approve the minutes of March 13, 2014 was made by Holly Economos and seconded by Nina Allen. All approved.

**Purpose of Meetings Recap** -- The Board of Education (BOE) policy regarding this committee’s work was outlined. The BOE is the policy-making body that will be asked to act upon the recommendations that come forth from this group for the discipline policy.

**Open Meeting Act Training** – All participants were asked to complete the required OMA training as soon as possible. Training certificates should be forwarded to Ms. Bishop upon completion.

**Review of Topics to be Covered** – All participants will work in subgroups to discuss the topics listed below. All recommendations developed in the subgroups will be brought back to the group as a whole. The SIDS will be the subgroup for any revisions to the Handbook Matrix. Each subgroup was asked to take notes as a way track their discussions and to keep the timeline in mind. If another day is needed to complete the work, all were asked to be open to this possibility. Some of the listed topics will not take as much time as others to discuss. It was reiterated that the majority of the discussions will be done outside of the established meeting times. The subgroups were encouraged to share e-mail addresses and phone numbers with each other in their group.
**Announcement of Sub-Groups**: It was shared that the subgroup roster selections was based upon those who responded first. The subgroups are comprised of the following committee members:

- **Plasco** (Cathleen Martin, Holly Economos, Allison Myers, Brandon Schneider)
- **Period 1 Tardy Procedures** (Marvin Walker, Daniel Swope, Kaitlyn Walsh)
- **Unexcused Absence Drop Process** (Esteban Medina, Kayla York, Gladys Wright)
- **Restorative Justice and use of Peace Circles** (Michael Byars, Rick Flores, Jackie Moore, Melissa Potrawski)
- **Advisory Period/Freshman Mentor Program** (Randy Braverman, Manuel Gonzalez, Heather Cody, David Walksler)
- **Community Service** (Jeff Weissglass, Officer Ruiz, Sarah Roodhouse, Aleta Clardy)
- **Suspension Reduction Program** (Nina Allen, Courtney Sakellaris, Barry Williams)
- **Cell Phones** (Mark Woods, Suze Ferrier, Linda Caprile)

The SIDS will be available as a resource for any help needed from the sub-groups.

**Sub-Group Brainstorm Session**: Prior to breaking into the subgroups, it was shared that the recommendations that come from the subgroup discussions will need to be written. The recommendations will be reviewed by the whole and tweaked, if necessary and included in the final report if a recommendation is going to move forward.

All were thanked for their participation and work on the subgroups.

**Public Comment**: Ms. Clardy indicated that she served last year on this committee, which was a smaller group and that she appreciated the representation of all who are part of this committee.

**Adjournment**: Subgroups ended their discussions at 4:55 p.m.
Present:
Nina Allen (Thrive)  Brian Beyers (SID)  Janel Bishop (Chair - SID)
Randy Braverman (OPRF)  Michael Byars (OPRF)  Linda Caprile (Parent)
Aleta Clardy (Parent)  Heather Cody (OPRF)  Deloris Collins (OPRF)
Holly Economos (Parent)  Suze Ferrier (OPRF)  Rick Flores (Parent)
Manuel Gonzalez (OPRF)  Cathleen Martin (OPRF)  Allison Myers (OPRF)
Melissa Potrawski (OP Township)  Sarah Roodhouse (OPRF)
Manuel Ruiz (SRO)  Courtney Sakellaris (OPRF)  Jonathon Silver (SID)
Marvin Walker (OPRF)  David Walksler (OPRF)  Kaitlyn Walsh (Student)
Jeff Weissglass (BOE)  Mark Woods (OPRF)  Gladys Wright (OPRF)
Kayla York (Student)

Absent:
Esteban Medina (OPRF)  Jackie Moore (BOE)  Nate Rouse (OPRF)
Brandon Schneider (Student)  Daniel Swope (Parent)
Alisa Walton (SID)  Barry Williams (Student)

Introductions were made by H. Cody and S. Roodhouse.

Review of Committee Timeline – Everyone was thanked for their work on the sub groups. It was shared that although our timeline is condensed, we will have an additional week to complete the work within the groups. The desire is for the work to be done in a thoughtful and meaningful process and not in a way that is rushed. We will all deliberate the recommendations that are brought forth. Although some sub groups will be ready to present their recommendations next week, other groups may not be able to make the timeline. If more time is needed, we will push to add an additional day within the last week.

Review of Subgroup Recommendation Format – A template was given to all in attendance as an example of how the final report from each sub group should look.

A recommendation to approve the minutes of March 20, 2014 was made by Randy Braverman and seconded by Nina Allen. All approved.

Open Meeting Act Training – All participants were asked to complete their OMA training as soon as possible. Training certificates are to be turned in to Janel Bishop as soon as possible.

Public Comment - No comments were made.

Sub Group Work - The committee members broke into their sub groups to work on the assigned topics.

Adjournment - Subgroups ended their discussions at 5 p.m.
Parent Teacher Advisory Committee

Agenda Items

Thursday, April 10, 2014
2nd Floor Staff Cafeteria
3:30 – 5:00 p.m.

1. Sub Group Presentations (each presentation to be followed by whole-group discussion and consensus-building for each recommendation)

2. Sub Group Breakout Sessions (if time permits)