

Parent-Teacher Advisory Committee on Discipline and  
Behavioral Intervention Committee Minutes  
February 13, 2024

I. Welcome and Introductions

The meeting was called to order at 3:53 pm. Dr. Schmidt welcomed those attending and introductions were made. He thanked everyone for attending and provided an overview of the agenda and encouraged everyone to ask questions.

II. Roll Call of Attendees

Attendance:

Rita Akanno, Dr. Yadi Alfaro, Dr. Anne Bowers, Amber Cannis, Marcy Clark, Melissa Daly, Chavez Epps, Ana Gremillion, Ana Gutierrez, Erin Karpus, Colleen Korzen, Kurt Kramer, Terri Kumiega, Sweta Naik, Officer Jody Porras, Laura Rapsys, Dr. William Schmidt, Monica Temes, Justin Warnke, Alisa Zawodny

Student Representative: Michael Emezue, Aubry Pyrikh

Absent: Kaela Araiza

III. Approval of 2023 Minutes

Justin Warnke made the motion to approve the 2023 minutes. Marcy Clark seconded. The motion carried.

IV. Review of School Code Requirements

Dr. Schmidt provided an explanation of the School Code and specified the reason for this annual meeting and what must be covered. The Parent Teacher Advisory Committee reviews our Student Discipline Policy. The School Code also allows us to combine with another committee within the district. We will also perform the duties assigned to the Behavior Intervention Committee and discuss and monitor the processes and procedures for using behavioral interventions.

We are required to meet once a year. The agenda and policies spell out what we must cover. We are charged with discussing, clarifying, asking questions or providing suggestions to our existing policies and procedures. Dr. Schmidt will bring forth recommendations and ideas to the February 26, 2024 Board meeting.

Our Discipline Policy and Student Handbook are online.

Dr. Schmidt asked if there were any questions or comments. No comments from the committee.

V. Review of Board Policies and/or Regulations

5310: Search and Seizure

Dr. Schmidt stated we have a different standard than the police do. Students walk in knowing there is no reasonable expectations of privacy on school property.

Dr. Schmidt stated we do not require a search warrant to keep students safe if there is a reasonable suspicion, rumor or tip. We have the right to search lockers, pockets etc. To date, nothing has been found other than during staged events. The parents are notified after the fact that the event had occurred.

Dr. Schmidt asked Mr. Warnke if they conducted a canine drug search. Mr. Warnke replied that they did do one last year but one has not been scheduled yet for this year. Mr Warnke also stated that they have never found any drugs during the staged drills. Mr. Warnke explained that the District communicates with the parents when a drill takes place.

Dr. Schmidt asked if there were any more questions or comments. No comments from the committee.

#### 5360: Students; Discipline

This is basically a general umbrella policy that is very straight forth as it states, we are to maintain discipline in the schools. Administration and staff are encouraged to always be proactive with parent communication. There are behavioral programs to address expectations in place such as PBIS and CHAMPS

Dr. Schmidt asked if there were any questions. No comments from the committee.

#### 5365: Student Behavior

5365 is the main discipline policy that is very detailed. It talks about when and where behavior is prohibited. The policies come from the Illinois School Code suggesting what school districts should adopt. The attached handbook covers everything. It clearly defines where it applies and what disciplinary measures we can take. This is also reflected in the online handbook that is updated annually. When a student registers online they agree that they are in receipt of the handbook.

Dr. Schmidt asked if there were any questions.

Ms. Clark asked if they were going to revise Prohibited Student Conduct #6. She stated that since more students have smart watches would the wording change to include these devices.

Dr. Schmidt responded that he did inquire into this and due to the ever changing landscape of technology it would be covered under electronic devices. It will not specially be listed.

Dr. Schmidt asked if there were any more questions or comments. No comments from the committee.

#### 5365R: Guidelines for Reciprocal Reporting of Criminal Offenses

Dr. Schmidt briefly described the guidelines and stated that we have an excellent working and open relationship with the Woodridge Police Department. They are proactive in working with us all the time. It is a very positive and is an extremely student centered partnership.

Officer Porras, was introduced and spoke about the working relationship between Woodridge School District 68 and the Woodridge Police Department. The lines of communication are always open between the district and the police department and no issue is too small. Mr. Warnke stated it is not uncommon for police officers to walk the building to build a positive relationship with the students.

Dr. Schmidt asked if there were any more questions or comments. No comments from the committee.

#### 5380: Students; Bus Conduct

Dr. Schmidt reviewed the policy stating we expect the same type of conduct we have in our schools on our buses. There is a heightened awareness as the bus is moving. The buses are recorded as a proactive measure. Dr. Schmidt pointed out that there are cameras and audio on every bus. Just like in school, you can be suspended from the bus and lose that privilege for a discipline issue. You would have the same legal rights as if you were suspended from school.

Dr. Schmidt asked if there were any more questions or comments. No comments from the committee.

#### 5420: Behavior Interventions for Students with Disabilities

Dr. Schmidt reminded us the Board Policy and School Code allows us to afford this committee the ability to combine and review policies. Dr. Anne Bowers, Director of Special Education, will take over at this time.

Dr. Bowers provided the procedures for behavioral interventions for students with disabilities explaining the duties of this committee:

- A. Oversee the annual review of the use of restrictive intervention and an evaluation of progress toward less restrictive interventions;
- B. Keeping a record of (1) the number of students with active Individual Education Plans (IEP's); (2) the number of students with behavioral plans as a component of their active IEP's; (3) the number of times each of the students required restrictive interventions and (4) the nature of staff development activities dealing with behavioral interventions.

Dr. Bowers presented five years of data (12/1/2019-12/1/2023) for Active IEP's for District 68.

1. December 1, 2023 Child Count by Disability
2. December 1, 2023 Child Count by Location (including EC and specialized programs)

Data presented for 12/1/2019, 12/1/2020, 12/1/2021, 12/1/2022 and 12/1/2023 for In-District Inclusion/ Resource Programming K-8 (excluding EC and specialized programs).

Data presented for Students with Behavior Intervention Plans in their IEP's and Use of Restrictive Interventions for 2017-18, 2018-19, 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24.

Dr. Bowers reviewed the 2023-24 Staff Development Activities Related to Behavior Interventions.

- Crisis Prevention Institute Nonviolent Crisis Intervention training for all administrators, certified Special Education staff, and Special Education Teaching Assistants
- Building-based trainings related to positive behaviors intervention and school-wide behavior management including CHAMPS, Win-Win Discipline
- Student specific and classroom based coaching and support from District Behavior

Dr. Bowers stated that we do not use isolated time out in the district. We have staff trained in non-violent crisis intervention. The district is proactive with behavior intervention plans and the district has lowered the

number of restricted behavior interventions.

Dr. Bowers asked if there were any questions or comments. No comments from the committee.

5440: Students; Prevention of and Response to Bullying, Intimidation and Harassment  
Bullying, intimidation and harassment diminish a student's ability to learn and a school's ability to Educate. Preventing students from engaging in disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important goals in Woodridge School District 68.

The District is very thorough and involved in this policy. Dr. Schmidt referenced the online policy and how the District has added great pro-active measures. Our website has a link under the Parents tab talking about what we do as a district. It reviews the following interventions: Champs, SEL, Kagan and GRIT program as well as Woodridge 68 collaborates with the Woodridge Police Department and cyber-bullying parent presentations. The school district uses Gaggle, a recognition program that alerts administration if there is potentially harmful communication over the internet. There is also a tip line.

Dr. Schmidt stated that there is a change to the law that legally qualifies bullying. Once the district receives a report of bullying we investigate the behavior as we hear it and if the behavior was true would it be bullying per the policy. If it would be we are triggered to investigate as if it were bullying. There are new requirements to follow for investigating. Either way even if it does not qualify as bullying we are still going to investigate under our code of conduct. We do not want mean behavior going on.

Dr. Schmidt asked if there were any questions, concerns, procedures or further preventative questions from the student end, parents or committee that we needed to look at.

Mr. Warnke commented the biggest commitment Jefferson JH does is team building to build relationships with the students. They create little families in the classroom so everyone can succeed.

Mr. Kramer commented in the elementary buildings on the first three days of school the district does relationship building called Significant 72. This allows the students to build relationship with the teachers and other students in their classroom.

Mrs. Korzen asked how did the increase in class size impact this structure.

Mrs. Rapsys commented last year she had 26-27 students and they changed the format of the activities. Instead of walking around the classroom you work within your table area. She stated it is important to build these relationships so you just change the format.

Mr. Epps stated he liked how Edgewood did the Eagle Nest to build relationships.

Ms. Clark stated there are growing pains for the primary grades and they spend time building relationships and manage structure at the beginning of the year to help them succeed. Kindergarten to first grade is a big transition.

Ms. Gremillion mentioned that the teachers have other supports to help them within the classroom if they notice things are not going well to help students.

Michael Emezue, a student at Jefferson, stated how team building helps them learn more about the teachers, and the teacher learn more about the students. It helps students feel comfortable in the classroom.

Aubry Pyrikh, a student at Jefferson, stated how she liked team building. She agreed that it helps build relationships.

Mr Warnke asked the students if they felt team building helped build relationships with students who they would not be friends with.

Aubry Pyrikh, a student at Jefferson, stated some students feel left out but team building allows you to build a relationship with all the students in the classroom.

Mrs. Temes also commented on how team building has helped her child feel more comfortable in the classroom.

Mr. Naik stated she like the Buddy program at Goodrich where older students mentor younger students and build a relationship with them.

Dr. Schmidt thanked everyone for their comments.

5500: Students; Administering Medicines to Students

Dr. Schmidt reviewed the guidelines and regulations of Ashley's Law. The law lists what the necessary steps are and what makes it allowable.

Dr. Schmidt stated changes to IL School Code now requires districts to maintain a supply of undesignated opioid antagonists and administer them as necessary according to State law. The opioid antagonist will be the over-the-counter. We are required to keep at least one in each building. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist.

There is also a standard regulation which reviews medical authorization. We do not administer medicine without the proper paperwork in place. We require a parent/physician note authorizing administration of prescribed medications.

Dr. Schmidt asked if there were any questions. No comments from the committee.

5520: Students; Safety

This is like the discipline policy as it is a general policy. We give proper attention to keep our buildings safe, violence prevention, and being very proactive with our Social Emotional Learning (SEL) curriculum. The District places a focus on relationships in the schools.

A lot of what we do is a system-wide approach to keeping children safe in schools such as Win-Win Discipline and the dog searches at Jefferson, Second-Step curriculum and CHAMPS framework is used at the Elementary Schools with the goal of keeping children safe in schools

so all they must focus on is learning. A threat assessment committee has been developed to review policies and procedures.

Dr. Schmidt asked if there were any other questions. No questions from the Committee.

## VI. Review of Woodridge School District 68 Parent Information Handbook

We are not going to go through the handbook as you receive it every year and we make changes as necessary.

Dr. Schmidt commented that parents and students are required to read The Handbook and check the box online that they have completed the task.

Dr. Schmidt asked the committee if they needed to review anything in the handbook before moving on to the calendar. No comments or questions from the committee.

The calendar is normally included for discussion and review.

We are aligned with District 99 including Winter/Spring breaks as that is what parents are concerned with.

Typically, we start a few days later than District 99, and next year would be no exception.

This summer we have two significant construction projects. We will be starting a week later and we will have an additional week to complete the projects

The February Parent Teacher Conference will be moved to April. There are a couple of reasons for the new schedule. Due to the fact Thanksgiving and Spring Break are both a week later next year, the window for State testing will be impacted, and the Illinois Assessment for Readiness (IAR) will be administered prior to Spring Break. By moving the Parent Teacher Conference dates to after Spring Break, we are able to gain additional days of instruction in preparation for the assessment. Further, this change allows our teachers in April to focus parent discussions on student growth instead of corrective action.

Any questions or concerns based on the proposed calendar, as it will go to the Board of Education for review in the February meeting.

Mr. Epps commented why end the school year three days after the memorial day weekend instead of before.

Dr. Schmidt stated the Regional Office of Education give guidelines on when to start, how many days you need to be in school, when you should have your winter and spring break. District 99 sets their calendar and we align ours around the important dates of theirs. An example is winter break. We are doing major construction this year. Once you fill in all the requirements we need to have 176 days of student attendance so where it ends is where it ends.

Ms. Clark commented that she can only speak for herself but she does do structure activities on those days and the students are engaged.

Mr. Epps inquired if there would be any more snow/emergency days now that there is e-learning.

Dr. Schmidt responded that we are required by law to put snow days on the calendar. He also stated if we used all five e-learning days plus the emergency (snow) days then we would have to add on days at the end of the school year.

Mrs. Temes commented on how even though we are starting a week later we are still starting and ending earlier than other districts. She commented she liked that the district is starting a week later.

Dr. Schmidt asked if there were any more questions or comments. No comments from the committee.

VII. Adjournment

A motion was made by Marcy Clark and seconded by Justin Warnke. Motion was carried and the meeting was adjourned at 4:54 pm.