

ROE Professional Development Alliance
2705 McDonough Street, Joliet, IL 60436
815-744-8334

Governing Board Meeting Minutes
July 21, 2023
9:01 am

A. Routine Matters:

1. The meeting was called to order by Hon. Chris Mehochko at 9:01 am
2. Roll call was taken. The members present were Hon. Chris Mehochko, Hon. Dr. Lisa Caparelli, Dr. Paul Schrik and Dr. Paul Swick. Also, present were Hallie Brenzewski, ROE-PDA Director of Programs and Services, Mary Chignoli, ROE-PDA Director of Professional Development, Shelley Senffner, John W. Sparlin and Maria Martinez.
3. A quorum was established.
4. Mehochko went on to explain the PDA Board and its functioning. Mehochko explained about the PDA being a service agency that provided support to all three counties and districts, is required that the PDA Board to provide input to both PDA Directors, Mehochko went on to explain about PDA intergovernmental agreement and PDA and its background, financial funding, Mini Grants (institute funding), and other grants, workshops, and other responsibilities assigned.

B. Petitions from the Public:

None at this time.

C. Consent Agenda

A motion was made by Caparelli and seconded by Monn for formal approval of the June 7, 2023, Governing Board Minutes. No discussion. Roll Call: Caparelli, Monn, Schrik and Mehochko. All Aye

D. Action Items

- A-23-0001 A motion was made by Mehochko, seconded by Schrik, for approval of acceptance for Paula Kennedys resignation.
Discussion: Caparelli went on to introduce Paul Preuss, the new Director of Student Services.
Roll Call: Mehochko, Schrik, Monn and Caparelli All Aye

- A-23-0002 A motion was made by Monn, seconded by Schrik for approval of acceptance for Sharon Michalak's resignation.
No discussion
Roll Call: Mehochko, Schrik, Monn and Caparelli All Aye
- A-23-003 A motion was made by Monn, seconded by Schrik for acceptance for TRS Supplemental Savings Plan.
No discussion.
Roll Call: Mehochko, Caparelli, Schrik and Monn All Aye
- A-23-004 A motion was made by Monn, seconded by Schrik for approval to hire Charles Maher as a Part Time Truancy Outreach specialist effective July 21, 2023, at a daily rate of \$500.00, not to exceed 90 days.
No discussion
Roll Call: Mehochko, Caparelli, Schrik and Monn All Aye
- A-23-005 A motion was made by Monn, seconded by Schrik for approval to hire Al Travaglini as a Part Time Truancy Outreach specialist effective July 21, 2023, at a daily rate of \$500.00, not to exceed 80 days.
No discussion
Roll Call: Mehochko, Caparelli, Schrik and Monn All Aye
- A-23-006 A motion was made by Mehochko, seconded by Caparelli for approval to hire Paul Preuss for Full Time Will County Student Services Director for fiscal year 2023-2024 effective August 8, 2023.
No discussion
Roll Call: Mehochko, Caparelli, Schrik and Monn All Aye
- I-23-001 Financials Update
- Brenczewski went over financials 2022-2023 and explained how we are slightly up but some Truancy funds that may have to be returned because Truancy staff started later in the year. Mehochko explained that Counties did not hear about the Truancy Grant until mid to late August 2022. Brenczewski went on to say that ISBE will ask for a refund on the money not spent, however this is rare to see that ROE Services Grant funds are not depleted. Brenczewski went on to cover revenues for PDA like fee for services, SEL Grants, Mini Grants and ROE service grants. Mehochko went on to explain the relationship between Vista and PDA. Monn went on to ask about PDA staffing. Brenczewski and Mehochko explained that PDA staff included Will and Grundy/Kendall Truancy. Monn asked for PDA to provide a work chart and send it to Board

members. Brenczewski went on to cover June financial FYI 23 and pointed out that we are on track overall.

Brenczewski covered how presenters were being paid out of Local Funds at the end of FY23 due to the fact that Mini-Grants for both Will and Grundy/Kendall were consumed, and catering was a bit on the high end due to doubling our workshop numbers.

E. Information Items

I-23-002 Workshop Listing

Chignoli started by explaining Cederwood (CW) being PDA database system that holds Evaluation, Certificate of completions per profile. Chignoli went on to say that this system will send out contracts, email, invoices and pull numbers to compare yearly. Chignoli explained how workshop numbers are being pulled and the acronyms for each of the workshop types. Brenczewski added that CW also collects email addresses to use to blast for advertising. Chignoli went on to explain how data pulled from CW is good information to have and it gives us insight into who we can service and provide on demand. Chignoli also took the time to explain the acronyms used for workshops.

Chignoli went on to say that PDA is pleased with the numbers for FY23 but always looking for better. Chignoli continues to explain the workshop reports by county, by quarter, attendees by workshop type. Monn went on to inquire about the impact PDA had on Covid. Brenczewski added that The PDA was able to adapt a smooth transition to online training with the help of technology. Having on-site tech help made the transition easier.

Brenczewski went on to explain I Love U Guys trainings that are in the works and those that have already happened online as well as in person. Mehochko added that he was excited to extend the invitation to First Responders. Monn added that Minooka has planned a training too. Brenczewski when on to talk about the YMHFA that has already happened and those that are planned. She explained that SEL Hub Grant will cover most of the cost. Brenczewski went on to talk about EL and Special Education Co-ops.

Brenczewski reminded that Learning Leaders, New Superintendent Networking Program and New Admin Coaching are all being offered again in FY24. Brenczewski added that PDA has good feedback with the ONLINE courses offered and looking to add to the list. PDA is also offering, A Day for Dialogue, Significant 72, and a Special Ed Bootcamp. Brenczewski talked about using the List Serve to blast a PDA Survey for feedback.

Chignoli continued to go over the pulled data and what the color in pages represent. Brenczewski added that The PDA partners with

universities such as St. Francis and GSU. Sparlin added that Lewis University in Will County would be great to add to PDA list.

Chignoli went on to say that Ladies who Lead is still open for registration.

Chignoli invited The Board to call our office with any questions or registration needs and contact Lexi Lopez with questions about Administrator Academy.

A Motion was made by Monn and seconded by Schrik to adjourn the meeting.

Roll Call: Mehochko, Caparelli, Schrik and Monn

All Aye

Next Meeting

September 21, 2023 at 9:00 am

Meeting adjourned
at 10:18 am

Hon. Christopher Mehochko President

Hon. Dr. Lisa Caparelli-Ruff Secretary