



## Let the 2015-2016 School Year Begin!

PSI is proud to embark on its 39th year in partnership with schools to create the foundation to support all students to learn, thrive, and grow.

Regardless of discipline area, school, or location, we are all responsible to the children with whom we work and must provide the highest quality services. These young minds are our future and every day we have the opportunity to shape their experiences to promote a positive influence on our world. We do this in all that we do each day, including modeling for them our interactions with our colleagues, superiors, and their peers. One thing I have learned through working in the schools and more with my own children is that they are watching and absorbing even when we might not think they are. What a great opportunity for all of us who are able to be that role model for the thousands of children PSI staff reach each year.

PSI is ever changing and working toward improving our staff, support services, employment procedures/protocol, etc. We welcome your feedback and your ideas. Never hesitate to contact your field supervisor, department manager, or department director with any questions/concerns.

I look forward to continuing to work with all of you in our shared mission for schools and students.

Have an amazing school year!

Colleen Lorber, PhD  
Executive Director of Client Services

## PSIdelines, August 2015

A newsletter for the professional staff of PSI published periodically throughout the year.

### MISSION STATEMENT

PSI is the market leader in high-quality educational and health services to schools. We strive in everything we do to gain the trust of our clients and to meet or exceed their expectations for quality, value, and responsiveness.

### VISION STATEMENT

PSI is The Trusted Provider of High-Quality Educational and Health Services to Schools. Together, We Create the Foundation that Supports All Students to Learn, Thrive and Grow.

### EDUCATIONAL SUPPORT SERVICES

Colleen Lorber, Ph.D.

*Executive Director Client Services*

Julie Wood, M.Ed.

*Manager: Educational Support Services*

Linda Grimm, Ed.S.

*Regional Support Supervisor*

Bob Murray, Ed.S.

*Coordinator: School Psychology*

Karen Heichel, M.A.

*Psychology Supervisor*

Christine Worthington, M.A.

*Supervisor: Speech & Therapy*

Robin Caston, M.A.

*Manager: Jon Peterson/Autism Scholarships*

Kelly Wetula, BS.Ed.

*Supervisor: Education Specialists*

Beth Bendokaitis, BS.Ed.

*Supervisor: Education Specialists*

Anita Michael, M.A.

*Supervisor: Speech Therapy*

### HEALTH SERVICES

Meredith Sitko, B.Ed., CHES, RN, NCSN

*Director: Client Services*

Lynn Chrostowski, NCSN, RN, MSN,

*Director: Staff/Clinic Services*

Debbie Osysko, RN

*Manager: Client Services*

Barb Taylor Ross, RN

*Manager: Staff/Clinic Services*

Laura Sheeks, RN

*Manager: Staff/Clinic Services*

Paula Harris, RN, CNN, CHPN

*Manager: Special Needs Services*

### PREVENTION / INTERVENTION AND PROFESSIONAL DEVELOPMENT SERVICES

Karen McKelvey, Ed.S.

*Director*

### FOREIGN LANGUAGE / ESL

Karen McKelvey, Ed.S.

*Coordinator*

Kay Almy, M.A.T.

*Supervisor: ESL/Foreign Language*

### ADMINISTRATION

Steven L. Rosenberg, Ph.D.

*President/CEO*

Nancy Musci

*Executive Director: Operations and Admin.*



**With the beginning of school, whether you are advising staff in your school on discipline techniques or are in need of them for your own students, the following tips may be helpful:**

Authored by: Gary Hopkins

Education World® Editor-in-Chief

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## HALLWAY CONFERENCE

Charles Kruger teaches at Bethune Middle School in Los Angeles. When a student is being difficult, he employs a technique called a "hallway conference." It's a technique Kruger learned in a seminar offered by Lee Canter Associates.

"I go to the doorway—slowly because I want the class to watch—and call the student to the hallway," Kruger explained. "The other students are quiet—they want to see what is going to happen."

When Kruger and the student get together in the hallway, the conversation goes something like this:

Kruger: I care very much about your success in my class, (student's name), and I'm concerned that you seem to be headed into trouble today. You have (here Kruger lists the offense or offenses), and I know you know that is against the rules. Is something going on today that is giving you a special problem? Can I help?

Student: (At this point, the student is usually disarmed and often responds "no." At other times, the student might present a problem. In either case, Kruger will usually continue ...)

Kruger: I'm glad there isn't a problem. (Alternative response: I'm sorry to hear that. Perhaps we can deal with that later.) Right now, this is what you have to do: Go back to your seat and (whatever the assigned task is), and don't give me any more problems today. Can you do that?... Are you sure?... Good. I'm glad we're going to be able to keep you out of trouble."

Kruger and the student return to the classroom as Kruger gives the student a big smile and says enthusiastically and clearly so the rest of the class can hear.

Kruger: Thank you, (student's name).

"At first I was concerned that some students anxious for extra attention would provoke hallway conferences, and that does happen," Kruger noted. "But the other students seem to understand, and the student who needs extra attention gets it. If a student is persistent, I try to find other ways of giving him or her extra attention. Even a little attention, such as making a point of greeting the student by name or asking for help with a chore, can significantly reduce some problem behaviors."

**To read more, please visit:**

[http://www.educationworld.com/a\\_curr/curr261.shtml#sthash.zNj6Jpq4.dpuf](http://www.educationworld.com/a_curr/curr261.shtml#sthash.zNj6Jpq4.dpuf)



## Professional Development News

Despite the fact that it is only September, PSI has already conducted several events for PSI staff and for our partner schools. Some of the highlights are:

- **New Employee Orientation** for Educational Support Services staff took place on August 12, 2015. If you have joined PSI since January 2015 and were unable to attend, please contact your Service Director/Supervisor for any information you might have missed. New health employees have separate Health Orientations that take place periodically throughout the year. Your health Service Director/Supervisor can provide information if you have not attended an orientation.
- **A Woodcock-Johnson IV** training took place on August 19, 2015 to update selected psychologists on the new version of this instrument. Those in attendance found the workshop helpful as they anticipate the new school year.
- **Kay Almy, Karen Heichel, Heather Hefner and Karen McKelvey** have been busy in several schools conducting staff trainings in such areas as ESL for the Classroom Teacher, Involving School Staff in Suicide Prevention, Positive Behavior Intervention Supports, Anti-Bullying programs, and Learning about Mindfulness. **Remind your building principal that PSI can assist them in professional development** and parent education with the many topics that have been developed. Contact [karenmckelvey@psi-solutions.org](mailto:karenmckelvey@psi-solutions.org) for further information.
- **An exciting new initiative** is being developed to provide **online workshops and courses** for school staff and PSI employees. Further information will be forthcoming as soon as details are available. We are pleased to be offering the convenience of online learning coupled with PSI's many areas of expertise and training partners who are national and international authorities in their fields.
- **LPDC (Local Professional Development Committee)**-if your ODE license expires on 6-30-16, you must join PSI's LPDC before 12-31-15. Please contact [karenmckelvey@psi-solutions.org](mailto:karenmckelvey@psi-solutions.org) for a booklet and forms to begin the process. If you are a member of an LPDC at your school, you can remain there to renew your license.

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## Looking Forward

- **PSI's Fall Meeting for Educational Support Services** will be Friday, September 18, 2015. Information has been distributed. It is not too late to register by contacting Brenda Anderson at 800-841-4774, ext. 237 or [brendaanderson@psi-solutions.org](mailto:brendaanderson@psi-solutions.org). Please provide complete details with your full name, phone number, department, lunch reservation, etc. if you leave a voice message. We are also **asking that you select your afternoon workshop** when submitting your RSVP.
- **PSI's Fall Meeting for Health Services** will be Saturday, October 24, 2015. Please mark your calendar. Further details will be coming soon!
- **OAPCS-** PSI's Kay Almy, Karen Heichel, and Karen McKelvey were chosen to present on November 12-13, 2015 at the Ohio Alliance of Public Charter Schools annual state conference. Kay Almy will co-present on Flip Your Classroom Using Technology!: Online Strategies to Support English Language Learners, Karen Heichel will present on Learning About Mindfulness, and Karen McKelvey will present on Suicide Awareness and Prevention for Students-Complimentary Program Information. PSI is proud to be well represented at this year's conference!

From the Desk of:  
**Karen McKelvey**  
 Director



**Looking Forward (Continued from Page 3)**

- **TESOL Conference and Special Education Leadership Conference-** Kay Almy, PSI ESL Supervisor was also accepted for the Ohio TESOL and SELC conferences with the same selection presented at OAPCS presentation of Great job, Kay, to be accepted at three different conferences!
- **PSI Webinar Series-** We are proud to be offering a series of webinars this beginning with Scott Poland, EdD:

2112 Case Pkwy. South, #10 • P.O. Box 468  
 Twinsburg, Ohio 44087  
 800.841.4774 • 330.425.8474 • fax 330.425.2905  
 psi-solutions.org • info@psi-solutions.org

**Webinar**

**Suicide Prevention:**  
 School Staff Information & Ways to Register  
 for a Complimentary Student Program  
 Presenters: Scott Poland, Ed.D. and Karen McKelvey, Ed.S.

THURSDAY  
 Sept. 24, 2015  
 3:00 - 4:00 PM  
 EST

A certificate for one contact hour will be given to participants upon completion of the seminar and an evaluation.

All PSI employees are invited to register at this link:

<https://attendee.gotowebinar.com/register/4934588754751096066>

The webinar series will continue almost monthly. Check your email for announcements or information will be available on the PSI web site: <http://psi-solutions.org/webinar-library/>.

- **PSICertify-** PSI is now offering schools a comprehensive training program for all ODE mandated trainings. Remind your building principal of these trainings if appropriate. For further information, have them contact [karenmckelvey@psi-solutions.org](mailto:karenmckelvey@psi-solutions.org).

**PSI CERTIFY**  
 Training and Education Center  
 800.841.4774 x230

**A New Division of PSI**

PSI is proud to announce the opening of our newest division to support our partner schools and employees by specializing in school staff trainings in critical areas requiring certification and specialized programming due to state mandates. Trainings are available in face to face format. We can come to your location.

**Topics Include:**

- Safety and Violence Prevention Training  
 Meets the Ohio Revised Code 3319.073.
- American Heart Association Heartsaver®  
 CPR Training/AED Training  
 Are you prepared to save a life?  
 Certification Included
- Anti-Bullying Programs  
 Supports Ohio Revised Code 3313.666.
- American Heart Association Heartsaver®  
 First Aid Training  
 Crucial Steps for Emergencies;  
 Certification Included
- Crisis Intervention Team Training  
 Supports Ohio Revised Code 3313.536.
- Bloodborne Pathogen Training  
 Meets the annual requirement for school staff.

Epinephrine Autoinjector Training for School Staff  
 Meets training requirement of ORC 3313.7110 & Ohio Substitute HB 296 (For non-patient specific Epinephrine auto injectors).

Communicable Disease Awareness and Recognition  
 Ohio Department of Job & Family Services—Meets ODE Requirement OAC3301-37-11.

Staff Suicide Awareness and Prevention Training  
 Meets HB 543 mandates.

Overview of Ohio HB 264 regarding caring for students with diabetes in the school setting  
 Meets training requirement of ORC 3313.713 & Ohio Substitute HB 264 (Level I, II and III Training as appropriate).

Positive Behavior Interventions and Support, Restraint and Seclusion Training  
 Supports OAC 3301-35-15; PBIS Training provided by PSI; Restraint Training & Seclusion Guidelines provided through PSI by Certified Restraint Training- CRT.®



## Prevention/Intervention News

### PSI's Crisis Intervention Team

Keep in mind that PSI has a Crisis Intervention Team available to partner schools in the event of a tragic loss of a student or staff member or any other school-wide crisis. The team can be available during the school day or can be assembled for the next morning if a crisis occurs after school hours. Contact your department supervisor or [karenmckelvey@psi-solutions.org](mailto:karenmckelvey@psi-solutions.org). During school hours, call the PSI office at 330-425-8474 and ask that Karen McKelvey be located for a message.

### Suicide Awareness and Prevention- **FREE to PSI Schools**

With youth suicide occurrences alarmingly on the rise, PSI is hoping to build awareness and increase prevention. **PSI** has been chosen by **LifeAct** to be its educational partner for supplying middle school and high school students with the tools to effectively manage their lives, recognize depression, and to prevent suicide. LifeAct is grant and endowment-funded and is dedicated to sharing this message with Ohio teens. **As PSI employees**, you can provide information on this program to your school(s) that is available **at no cost to your school** during the 2015-2016 school year. Here is a link to register your school if your administrator is interested or you may simply share the link with them:

<https://www.surveymonkey.com/r/PSIPrevention> or direct them to contact Karen McKelvey at [karenmckelvey@psi-solutions.org](mailto:karenmckelvey@psi-solutions.org).

**Attention!** **Counselors, Psychologists or Experienced Classroom Teachers:**  
If you have consistently flexible time in your schedule and are interested in being considered as a presenter of this program, email [karenmckelvey@psi-solutions.org](mailto:karenmckelvey@psi-solutions.org).



### Here is some information on teen suicide warning signs:

While boys are more likely than girls to complete suicide, teens of both genders and all ages are at risk for suicide. It is especially tragic that the three leading causes of death in teens and young adults -- accident, homicide, and suicide -- all are preventable. Parents of teens should be aware of some of the warning signs of depression and suicide. The American Academy of Pediatrics describes the following signs that may signal that a depressed teen may be considering suicide:

- withdrawal from friends and family members
- trouble in romantic relationships
- difficulty getting along with others
- changes in the quality of schoolwork or lower grades
- rebellious behaviors
- unusual gift-giving or giving away own possessions
- appearing bored or distracted
- writing or drawing pictures about death
- running away from home
- changes in eating habits
- dramatic personality changes
- changes in appearance (for the worse)
- sleep disturbances
- drug or alcohol abuse
- talk of suicide, even in a joking way
- having a history of previous suicide attempts



## ESL and Foreign Language News

*The following is an article written by Dorinda Contreras describing the use of fun teaching tool that can be applied to many of the PSI discipline areas...*

### **Kahoot it!!!!**

How do I Kahoot it? My Glory! What is a Kahoot? How can I use it in my classroom? Will it be so complicated I will just say, "What the Kahoot! It looks like fun, but it is far too complicated for me!"

Well, in an effort to integrate technology into my classes, I have begun to use Kahoot. If you are unfamiliar with Kahoot, let me introduce one of the most interactive learning platforms I have seen yet. Kahoot offers a free, understandable way to produce quizzes and discussion for classes (to register for free, visit <https://getkahoot.com>).

Students participate and compete using individual computers and the teacher's computer or smart board. Kahoot quizzes appear as a game show where students must guess the answer within a limited amount of time. There is fabulous music and a ticking that adds to the suspense. There is immediate feedback showing who was correct, who earned the most points, and of course, most importantly from the student perspective, who is in the lead. All of this leads to laughs, groans, and unsuspected learning!

Kahoot can be used to review already taught idioms and grammar structures such as the past participle. Vocabulary can be taught through the use of uploaded clip art and photos.

Students get involved and excited. I have seen students so excited they are on their feet as if it were a Wii or Playstation game! Students I have never seen move or respond are on their feet and excited about learning. In my end of the year evaluation students were asked to draw or write about something they enjoyed in ESL class. The vast majority mentioned Kahoot as a way they had enjoyed class, but had learned at the same time. It was a great way to end the year. While all the other classes were boring and sitting watching movies, ESL students were having a blast learning to the end thanks to Kahoot!

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## Reminders and Updates

- Several additional schools have been added to PSI's list of schools for which our employees complete an electronic timesheet. You and your principal will have received a letter/email in regard to this if it applies to any of your schools. If you have any questions about electronic timesheets, email Kiera Francis at [kierafrancis@psi-solutions.org](mailto:kierafrancis@psi-solutions.org) or reach Kiera at the PSI office at extension 249.
- **Refer a Friend-** We want to hire additional talented, caring and passionate people like you. Referring friends and family for positions with PSI demonstrates your confidence in our company and is the best compliment you can offer our team. To thank you for your referrals, we are offering a cash bonus! [Click here](#) for all the details.
- **THANK YOU** for the never-ending efforts of PSI's amazing administrative staff that works tirelessly while you are enjoying a summer break. Under the direction of Nancy Musci, this staff manages time sheets, databases, allocations, contracts, fingerprinting, phone calls, billing, typing, printing, organizing, running interference and simply providing support where needed. We appreciate you all: Brenda Anderson, Nancy Berlan, Pat Doolan, Kiera Francis, Lori Greitzer, Tammy Lyman, Marilyn Quercioli, Laura Seeley, Jackie Weideman, and Patty Wey.



## **Welcome to the 2015-2016 Year!**

I would like to welcome all returning staff and our new employees to a new school year. PSI is entering into our 39th year of providing services to students and schools. I am excited to begin this school year as we have an amazing staff and wonderful plans in store for this year!

### **ESS Department Updates:**

As the Executive Director of Client Services, I continue to provide oversight to the Educational Support Services, Health, and Professional Development Divisions at PSI. Julie Wood will continue to take on more responsibility overseeing and coordinating the educational support services in our schools. Linda Grimm, our Regional Support Supervisor, continues to oversee the special education services in Youngstown and Dayton areas. Dave Lince, our Regional Coordinator, will continue his administrative role in Columbus and Cincinnati areas.

As PSI continues to grow, we have added a few new supervisors to our structure:

### **Educational Specialist Services**

- Beth Bendokaitis and Kelly Wetula are the Field Supervisors to this division. Kelly is new to this position and we are excited to have her on board! Kelly has been a teacher for 9 years with PSI and we are excited to add her to our team of supervisors. Brenda Anderson is the Administrative Assistant to this department.

### **Psychology & Counseling Services**

- Linda Grimm, Karen Heichel, Bob Murray, and Julie Wood will continue to provide Field Supervision services. Pat Doolan is the Administrative Assistant to this division.

### **Speech and Language Services**

- Chris Worthington and Anita Michael are the Field Supervisors to this division. Anita is new to this position and we are thrilled to have her! Anita has been working with PSI for 8 years; she also served as a supervisor in a small capacity last year. With the growing department, we asked her to increase that role this year. Wendy La-Chance and Allison Randall continue to serve as our University Extern Supervisors for the 4 students we take each year. Lori Greitzer is the Administrative Assistant to this department.

### **Occupational & Physical Therapy Services**

- Julie Wood will provide support to our therapists in this division. Lori Greitzer continues to be the Administrative Assistant to this department.

### **TESOL/Foreign Language Services**

- Kay Almy continues to be the Field Supervisor and Brenda Anderson continues as the Administrative Assistant to this division of the ESS Department.

### **Jon Peterson/Autism Scholarship Division**

- Robin Caston will continue to coordinate the services for this division and Kelly Schroeder will continue to provide assistance.

### **Professional Development and Prevention/Intervention News**

- Karen McKelvey continues as the Director of this department and Brenda Anderson is the Administrative Assistant. Keep a look out in your emails for events including webinars that PSI will be offering this year.



## Professional Development and Prevention/Intervention (Continued from Page 7)

All of our coordinator/supervisors are available to provide support to help you meet the needs of your students. If you have a question or concern, do not hesitate to reach out to any one of us. We all are in constant communication to ensure that our services are integrated as seamlessly as possible.

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### Beginning of the Year Reminders:

- Everyone will get a personnel data sheet at the ESS Fall Meeting scheduled for 9-18-15 (you have already been sent registration and content information for the fall meeting). We need those to be returned as soon as possible so that we know your updated contact information and school schedules.
  - Psychs - Don't forget to log your cases into your PSI online caseload report by the 4th of each month. You are no longer required to turn in copies of your reports to be stored at PSI. All files will remain at the schools.
  - SLPs – Access the speech forms by going to the PSI website and choosing “Corporate Intranet: at the top of the webpage. You will choose speech forms and then be prompted to enter the username and password. This is where you will access your October and Final (due with your last time sheet) reports.
  - OT/PTs – Send a copy of your schedule to PSI once it is established.
  - SLPS, OTs, PTs, and Teachers – Don't forget about your progress reports and/or data logs that are typically required 4 times a year.
  - Psychs and SLPs - There should be a list of supplies/test materials in each of your buildings from last school year. If you are new to the building, it would be a good idea to find this and make sure all your supplies are available. With all the cleaning and moving that happens in the summer, sometimes things get moved around. If you have questions, check in with Pat Doolan (psychs) and Lori Greitzer (SLPs) about what materials should be in your building.
  - If you need help getting materials such as time sheets, consent forms, contact information cards, test kits, protocols, etc., contact Pat Doolan, Lori Greitzer, or Brenda Anderson.
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### Mark Your Calendars:

ESSs annual fall meeting is scheduled for September 18th. Details about this all-day event have been sent to you and registration is open now.

PSI will be offering an Ethics workshop for our Speech and Language Pathologists and our Psychologists in order to meet the requirements set forth by your licensing boards.

SLPs – pencil in a tentative date of March 18th

Psychs – pencil in March 14th

Details about these events will be provided closer to the event.

**HAVE A WONDERFUL YEAR!**





## Welcome to the 2015-2016 school year!

Hopefully, everyone had an enjoyable summer and all are now ready to tackle those incoming Emergency Medical Authorization forms, not to mention new medication orders and care plans. The start of a new school year is never boring. We recognize the special challenges that are present at the beginning of the academic year, and appreciate the extra effort spent on ensuring that all of the details are accurate.

We were happy to see many of you over the summer, for CPR and/or First Aid recertification. If your CPR and or First Aid certification expires during the school year, please contact the PSI Office for instructions on how to recertify. All PSI Health staff must have current CPR and First Aid (for Health Aides and Medical Assistants) in order to work in the schools. In order for PSI instructors to recertify, it MUST be American Heart Association.

As busy as the first weeks of school are, it may seem that there aren't enough hours in the day (or your allocation) to accomplish all that needs to be done. Please remember that it is important to follow your assigned schedule. If it is becoming a problem, and it is not possible to leave your school on time (barring a serious emergency), it is essential that you contact the PSI office as soon as possible. Any request to work beyond your allocation should be cleared with the Health Services Department first.

The Immunization Requirements for Preschool have changed. There is no Summary chart available for Preschool, and at the present time the only information available is the law, which can be found on the ODH website. The chart for the recommended immunizations by age is available on the CDC website. We will forward any additional information as soon as we receive it.

All of our supervisors are returning this year; Barb Ricco (Central), Renee Piepsny (West), Joanne Komos (M & T South), Tricia Burnell (W-F South), Connie Bennett (East), and Mary Welch (East). In addition, we have added a new supervisor in the Cincinnati region, her name is Cynthia Kammerer RN. Please join us in welcoming Cindy to her new role.

Our Health office staff has also remained the same. Please call your District RN or Regional Supervisor for any questions or concerns first, if you cannot reach them or need further assistance, please call the office at 800-841-4774 ext. 226, we are always willing and eager to support you!

Mark your calendars for the Health Services Fall Meeting, to be held on Saturday, October 24, 2015 at St. Michael's Woodside. More information, including topics and registration details, will be forthcoming.

Have a wonderful school year!

Yours in Health,

The PSI School Health Administrative Team