

PROVISO TOWNSHIP HIGH SCHOOLS
District 209 – Cook County



DR. BESSIE KARVELAS
INTERIM ASSISTANT SUPERINTENDENT
OFFICE OF HUMAN RESOURCES, SAFETY
& ATHLETICS

8601 West Roosevelt Road
Forest Park, IL 60130

708.338.5928
bkarvelas@pths209.org

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Dear District 209 Team:

On behalf of the Department of Human Resources, I would like to welcome everyone back to a new school year 2020-2021. I hope everyone had a restful summer and you are ready to begin the new challenges that await us in this upcoming year.

These are unprecedented times and we are faced with the unknown everyday. Many times we have no answers. But we do know that we will work together to support each other and keep a healthy distance of 6ft, wear our masks in the buildings, disinfect our hands, take the daily screener, and allow our temperature to be taken daily at the entry ways. These few short actions will help us maintain a healthy and safe environment.

This year's Institute Day will be Virtual. Please join Team activities that are available. We hope that the information and training provided will be useful for all and these workshops will help increase your knowledge and skill.

I look forward to working with everyone and supporting you and our students of District 209. We will continue to be Proviso Proud because we are "Nothing But the Best!"

"ONE TEAM, ONE GOAL, ONE PROVISO"

Agenda

	Time	Event
All Staff	8:00 am – 8-10 am	Welcome and Overview of Day Dr. Nicole Howard, Assistant Superintendent Academics and Family Services Link: https://bit.ly/PTHS-District-Institute-2020
	8:10 am – 8: 15 am	Board President’s Address Mr. Rodney Alexander
	8:15 am – 8:45 am	Superintendent’s Address Dr. James L. Henderson
	8:45 am – 9:15 am	Keynote: What a Wonderful Time to be in Education Presenter: Dr. John Sonnenberg
	9:15 am – 9:25 am	Break
Non-Instructional Staff	9:25 am – 10:20 am	Unique Products: Spartan Chemical & PPE training Presenter: L.T. Taylor Audience: Operations & Maintenance, Security Link: Join Microsoft Teams Meeting
	9:25 am – 10:20 am	IT Training: Microsoft Products Presenters: Charlene Vasquez Audience: Support Staff Link: Join Microsoft Teams Meeting
	10:20 am – 10:30 am	Break
	10:30 am – 11:15 am	Bloodborne Pathogens & Lifting Technique Presenters: L.T. Taylor Audience: Operations & Maintenance, Security Link: Join Microsoft Teams Meeting
	11:15 am – 11:25 am	Break
	11:25 am – 12:00 pm	Asbestos Awareness & Sexual Harassment Presenters: Angelo Calcagno Audience: Operations & Maintenance, Security, Support Staff Link: Join Microsoft Teams Meeting
	12:00 pm – 12:30 pm	COVID-19 Update Presenters: Alfred McDonald Audience: Operations & Maintenance, Security Link: Join Microsoft Teams Meeting

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	Time	Event
Non-Instructional Staff	12:00 pm – 12:30 pm	IT Training: Microsoft Products Presenters: Charlene Vasquez Audience: Support Staff Link: Join Microsoft Teams Meeting
	12:30 pm – 1:30 pm	LUNCH ON YOUR OWN
	1:30 PM	Union Meetings

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