

**PROVISO AREA FOR EXCEPTIONAL CHILDREN  
EXECUTIVE BOARD MEETING  
PAEC CENTER AND ZOOM – 9:00 AM  
DECEMBER 9, 2021  
AGENDA**

**I. ROLL CALL**

**II. APPROVAL OF MINUTES**

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the minutes of November 10, 2021, as presented.**

**III. APPROVAL OF CONSENT AGENDA**

**A. Approval of Payroll**

Confirmation of payroll (excluding required employer deduction)

|                | <b>GROSS</b>         | <b>FICA</b>         | <b>RETIREMENT</b>   | <b>BENEFITS</b>     | <b>TOTAL</b>         |
|----------------|----------------------|---------------------|---------------------|---------------------|----------------------|
|                | <u>11/15/2021</u>    | <u>11/15/2021</u>   | <u>11/15/2021</u>   | <u>11/15/2021</u>   | <u>11/15/2021</u>    |
| Education Fund | \$ 502,421.81        | \$ 21,002.04        | \$ 25,058.53        | \$104,319.17        | \$ 652,801.55        |
| Building Fund  | <u>\$15,068.13</u>   | <u>\$ 1,147.25</u>  | <u>\$ 1,363.66</u>  | <u>\$ 2,389.53</u>  | <u>\$ 19,968.57</u>  |
| <b>TOTALS</b>  | <b>\$ 517,489.94</b> | <b>\$ 22,149.29</b> | <b>\$ 26,422.19</b> | <b>\$106,708.70</b> | <b>\$ 672,770.12</b> |

|                | <b>GROSS</b>         | <b>FICA</b>         | <b>RETIREMENT</b>  | <b>BENEFITS</b>      | <b>TOTAL</b>         |
|----------------|----------------------|---------------------|--------------------|----------------------|----------------------|
|                | <u>11/30/2021</u>    | <u>11/30/2021</u>   | <u>11/30/2021</u>  | <u>11/30/2021</u>    | <u>11/30/2021</u>    |
| Education Fund | \$ 492,283.68        | \$ 20,112.63        | \$ 24,093.25       | \$ 110,114.93        | \$ 646,604.49        |
| Building Fund  | <u>\$ 14,067.31</u>  | <u>\$ 1,070.69</u>  | <u>\$ 1,273.09</u> | <u>\$2,580.93</u>    | <u>\$ 18,992.02</u>  |
| <b>TOTALS</b>  | <b>\$ 506,350.99</b> | <b>\$ 21,183.32</b> | <b>\$25,366.34</b> | <b>\$ 112,695.86</b> | <b>\$ 665,596.51</b> |

**B. Approval of Bills**

Information is attached.

**C. Approval of Employment/Resignations/Terminations**

**Employment:**

Angel Acevedo, Program Assist, PAEC Academy, \$27,709, effective 11/1/21  
 Maria Coleman, 1:1 Program Asst, PAEC Center-(East), \$24,931, effective 11/4/21  
 Pearlene Grinstead, Program Asst, PAEC Center, \$21,278, effective 11/4/21  
 Mazola Williams, 1:1 Program Asst, PAEC Center, \$27,120, effective 11/4/21  
 Johnny Mayorga, Dist. Tech Specialist, PAEC Center, \$52,000, effective 11/23/21  
 Jernell Russ, 1:1 Program Asst, PMSA #209, \$23,318, effective 11/19/21  
 Sabrina Davis White, 1:1 Prog. Asst, PAEC Elementary, \$21,771, effective 12/6/21  
 Mandy Ross, Social Worker, Proviso West, \$66,685, effective 11/29/21

**Resignations:**

Rachel Hart, 1:1 Program Assistant, PAEC EC, effective 12/1/21

**Terminations:**

Angel Acevedo, 1:1 Program Asst, PAEC Academy, effective 10/29/219 (reassigned)

Maria Coleman, Program Assistant, PAEC Center, effective 11/3/21 (reassigned)

Pearlene Grinstead, 1:1 Program Asst, PAEC Center, effective 11/3/21 (reassigned)

Mazola Williams, Program Asst, PAEC Academy, effective 11/3/21 (reassigned)

Jernell Russ, Program Asst, PAEC High School, effective 11/18/21 (reassigned)

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Consent Agenda, which encompasses agenda items regarding Payroll, Bills, and Employment/Resignations/Terminations as presented.**

**IV. OLD/UNFINISHED BUSINESS**

None at this time.

**V. NEW BUSINESS**

A. FY'2022-2023 Proposed Budget Calendar

The proposed FY'2022-2023 Budget Calendar is attached for your review and approval to adopt.

***Recommended Motion:***

**I move to recommend to the Executive Board to approve and adopt the proposed FY' 2022-2023 Budget Calendar as presented.**

B. TRS-SSP Agreement and Resolution

Resolution Authorizing Execution of Employer Participation Agreement for Supplemental Savings Plan through the Teachers' Retirement System of Illinois.

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the TRS-SSP Agreement and resolution as presented.**

C. Contractual Staffing Agreement

Contractual agreement from Goins Education Solutions for School Psychologist.

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contractual Agreement from Goins Education Solutions for a School Psychologist as presented.**

D. Embrace Contract Approval

Contractual Agreement and SOPPA Addendum between Embrace IEP and PAEC.

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contractual Agreement and SOPPA Addendum for Embrace IEP as presented.**

**VI. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT**

- A. 2020-2021 Audit Report Presentation  
Mr. Nick Cavaliere, Auditor from Baker Tilly, will provide an overview of the audit report.  
**The presentation is attached with the Agenda.**
- B. PAEC Programs-Current District Child Count Report  
Information is attached.
- C. Current Enrollment and Classroom Staffing Patterns  
Information is attached.
- D. Transition Reports  
None reported at this time.
- E. Initial Referrals  
Information is attached.
- F. Police Reports  
None reported at this time.
- G. PAEC Activity Fund Summary  
Information is attached.
- H. DuPage/West Cook Report  
Information is attached.
- I. Transportation  
PAEC sent out a bus transportation survey to families on November 15, 2021. All responses had to be submitted by November 30, 2021. We received 49 responses.  
**Survey results are attached with the agenda.**
- J. PAEC Tour for District 89  
On Tuesday, November 30, 2021 we provided a tour to two of the Student Services Supervisors from Maywood District 89. Tours were conducted at our PAEC Center, Elementary, and Early Childhood programs. District 89 is considering sending two additional students to our PAEC programs.
- K. PAEC Events  
On Sunday, November 21st, 2021, Ms. Elsa and Ms. Caroline (Student volunteers from Oak Park River Forest High School) came to clean and prepare the PAEC garden which is located behind PAEC Elementary and PAEC High School. **Pictures are attached with the agenda.**
- L. Long-Range Facility Meeting  
PAEC had a Long-Range Facility Plan committee meeting on Tuesday, December 7th, 2021. Information will be given in the January meeting.
- M. MFA Information  
What is MFA? Multi-factor authentication, or MFA for short, sounds very complicated, but it is relatively simple. Here is how it works:

When logging into a system, such as GMAIL, you will be asked to enter your username and password - just as you have been entering for years.

Before you can access your data, you are asked to verify your identity with another piece of information. This "second factor" is often a randomly generated number that you can access by using an App on your phone, requesting the code be sent by a text message, or even asking that Google call you on the telephone with the numbers you need to enter.

**Due to liability insurance requirements, all staff will be required to set up and use MFA to access Google services and Embrace IEP by Friday, December 31, 2021.**

To support this transition, the PAEC technology team has prepared several resources that will be distributed to staff this week. These resources will contain how-to-guides on how to set up MFA utilizing a free Google Authenticator application on their mobile device. For users who do not have or do not wish to use their personal mobile devices to receive a text message or download an app, PAEC will be providing USB token generators. The IT department will also be scheduling times for those who need additional support on setting up their accounts with MFA.

**N. Vaccine Clinics**

District 87 is hosting a Community Booster Clinic on Thursday, December 9, 2021 at Riley School (123 S. Wolf Rd, Northlake, IL) from 4:00 PM to 6:00 PM for those individuals who are 18+.

PAEC Academy will be hosting a Vaccination/Booster clinic on Wednesday, December 15 at Divine Infant School (1640 Newcastle Avenue, Westchester, IL) from 8:00 AM to 3:00 PM.

**O. ILMAC Random Moment Time Study Compliance**

The following compliance report for the Random Moment in Time Study for the Oct-Dec. Quarter shows that PAEC has met compliance of 85%. Program guidelines for ILMAC (PCG) requires an 85% compliance rate in order to be reimbursable. When this is not met, this could reduce our Quarterly Administration Claiming and Annual FFS Cost Settlement for reimbursement.

This year all 1:1 Program Assistants have been listed under Other Direct Service Personnel as Health Aides for Medicaid Billing.

| Cost Pool                      | Percent Submitted | Moments     | Completed   |
|--------------------------------|-------------------|-------------|-------------|
| Direct Service Personnel       | 91.4%             | 2150        | 1966        |
| Other Direct Service Personnel | 85.5%             | 2143        | 1832        |
| Other Personnel                | 91.2%             | 2056        | 1875        |
| <b>Grand Total</b>             | <b>89.4%</b>      | <b>6349</b> | <b>5673</b> |

The chart below shows PAEC's overall compliance rate for the state at:

| LEA/JA                         | # of Moments | # of Moments Submitted | Compliance % |
|--------------------------------|--------------|------------------------|--------------|
| PROVISO AREA EXCEPTIONAL CHILD | 50           | 46                     | 92.0%        |

P. Negotiations

Contract negotiations with the Union first meeting will be on December 15th, 2021.

Q. PAEC Program Updates

**PAEC Business Office-Dr. Sherry Reynolds-Whitaker, Business Manager**

The **Business Office** sent out the annual salary survey to the member districts in November with a requested return date of December 15, 2021. Several districts have already completed and sent the survey back. Thank you!

The Business Manager/CSBO has requested electronic copies of the 20/21 Annual Financial Report (AFR) from all member districts to start the annual 02A cost sheet information process. Likewise, copies of the 20/21 final cost sheet will be sent electronically to district Superintendents and Business Officials later this month.

The Business Manager/CSBO will continue preliminary mid-year review work this month and into February, if necessary. Audit refunds and billings for FY 20/21 are being worked into the monthly cash flow, returning these funds are a high priority and will be done as soon as possible.

The fiscal year 22/23 budget calendar for PAEC will be shared with the member districts once finalized and approved by the Governing Board. The business office will continue to prepare the necessary financial documents and information for PAEC's upcoming contract negotiation in the spring.

**Human Resources (HR)**

In accordance with Section 16-204 of the Illinois Pension Code, the Teachers' Retirement System of Illinois ("TRS") is required to offer an optional defined contribution benefit to eligible participating employees. To do so, TRS-covered employers must begin offering the TRS Supplemental Savings Plan ("SSP" or "Plan") to eligible employees. The SSP is a governmental plan under Section 457(b) of the Internal Revenue Code. The district has included the Resolution and the Employee Participation Agreement for approval in the December 2021 packet.

**Information Technology (IT)**

The replacement search for a new District Technology Specialist has come to fruition. Johnny has joined PAEC and started his first day with us on November 23rd. Johnny brings a wealth of technical troubleshooting knowledge and is eager to begin his career at PAEC.

The phone circuit transition from PRI to SIP has been completed and only a few residual technical troubleshooting elements remain. The billing should no longer reflect the increased costs for plain old telephone services. Research has been completed regarding MFA distribution throughout PAEC. The IT department plans to implement these changes in the month of December. Full time staff will be informed of these changes through email at the start of December. The IT department continues to address help requests in a fair and timely manner.

## **Buildings & Grounds**

The department continues to search for an evening custodian to fill the vacancy at the High School. Below are other things to note:

- Two classrooms at the High School will have projectors mounted, scheduled over the winter break.
- Elementary had two projectors installed in rooms 155 & 172.
- a John Deere 636M Stand-On Mower will be delivered early spring 2022, and our current tractor will be picked up mid-December in exchange for equipment, the difference in value will be paid in July 2022 from the annual building and grounds budget
- The tailgate salt spreader has been installed on our pick-up truck, the plow will be mounted early December.

## **PAEC Early Childhood Program**

The EC program had a few student and staff changes in November. We had four new students start in our cross categorical classes and two students that moved out of district in our EC Autism classes. We also sadly had one staff member resign after being out on FMLA and another resign after three weeks of starting due to health issues. Luckily we have a wonderful retired program assistant that has been able to come in and sub since September for one program assistant. She will continue helping us out until we find a replacement. Therefore, we are currently down two 1:1 individual aides.

## **PAEC Therapeutic Day Elementary School**

November is the beginning of the Holiday season and the students are busy learning about various traditions and historical facts. The students are participating in novel studies and technology integration to enhance the lesson.

The students continue to be progress monitored every couple of weeks to track the student's intervention progress using FastBridge. The students are progress monitored in both reading and math.

Students are participating in various behavior reward incentives to assist with the modification of their behavior. 5<sup>th</sup> – 8<sup>th</sup> grade students who have received a level two status on their behavior sheets, have been participating on the volleyball team. The students have really enjoyed learning how to play the sport in practice and playing the games against other schools.

PAEC Elementary has supported our cooperatives by participating in meetings, interventions and tours for parents when needed.

The staff will continue to participate in weekly team meetings to review the progress of social/emotional and academic interventions.

There were 14 student time outs and no police incidents for the month of November.

## **PAEC Therapeutic Day High School**

### **Happenings**

During the month of November, we completed our MAP testing. This was especially difficult because of covid. During MAP testing we had a case of a Positive covid test. Many students missed their scheduled time for testing. Therefore we had a lot of makeup testing to do.

On Tuesday, November 23, we had our annual Thanksgiving day meal with the students. There were not many students though due to another positive test of covid. So we decided to deliver a meal to students who wanted them and any food items that were left over were delivered to St. Eulalia Church in Maywood.

### **Maintenance of the building**

The building continues to be thoroughly cleaned and sanitized daily and when there has been a potential COVID Exposure. Cleaning and sanitizing happen immediately once a student or staff shows signs and symptoms leave the building or when we are notified of potential exposure.

### **Restraints**

|                         |   |
|-------------------------|---|
| Restraints              | 5 |
| Police Calls            | 2 |
| Process return meetings | 6 |

### **Registration and other important dates**

We continue to register new students at the high school.

### **Enrollment and Attendance**

Enrollment - 50 Students

### **Covid - 19**

To date, we had four reported cases of COVID. Through contact tracing, students and staff that may have been affected were tested and quarantined. Any student or staff member that was fully vaccinated and produced a documented negative test result could return to school. Anyone not fully vaccinated was quarantined for a period of ten days and on remote learning. After the quarantine period, students were able to return to school provided no covid symptoms were present.

## **PAEC Therapeutic Day High School Vocational Program**

### Updates

- Mr. Loving continues the Custodial Program with students. First quarter evaluations have been completed. At this time we have six students participating. We have tasks to complete at the high school and the elementary school. Mr. Loving continues to accept applications and conduct interviews.
- Mr. Loving has four workers for the breakfast/lunch program though two of them are participating in order to complete their community service hours as opposed to the stipend.
- Mr. Loving is waiting on recycle bins before he can start the recycling program

here.

- Mr. Loving maintains contact with the Hilton and Firehouse Subs. He is planning to resume the program in January. This gives more students time to get vaccinated and get the bus set up.
- Mr. Loving states that he provides students seeking employment with job leads.
- Dr. Bujalka has met with all attending students to complete their transition planning questionnaire and interview and will continue to meet with new students as they register. This includes reviewing their current transition plan and goals as indicated on their IEP.
- Dr. Bujalka continues to discuss with each credit-deficient student their credits and anticipated graduation date based on Proviso's requirements. We currently have 21 students enrolled in Apex (our credit recovery program). Thus far this school year we have had four completed Apex courses.
- Dr. Bujalka posts daily in a Google Classroom to address the transition domains. This past month she has focused on obtaining and maintaining employment and self-determination skills.
- Dr. Bujalka continues doing the Casey Life Skills Assessment and a Career Clusters Inventory with students.

### **PAEC Academy at Divine Infant**

PAEC Academy has welcomed four new students this month. Our Student Council elections took place at the beginning of the month, electing the president and vice president of the student council. The Student Council is now busy planning our activities for the school year.

Teachers are becoming familiar with the FastBridge progress monitoring program. They are also more comfortable with the new Power IEP program. For Reading, we are continuing to use SRA Reading Mastery and Reading Street. My Math is the math program. All of the students are showing steady progress. Some are progressing at a slower rate but all are doing well. Our 8<sup>th</sup> graders all passed the federal constitution test, we are very proud of them. Next, they will be working on the Illinois State Constitution.

The Bellwood Lions club has sponsored one of the Christmas trees in Berkeley. We were asked to decorate the tree. We chose sports as the theme for the tree. Each class has chosen a different sport and made ornaments for the tree. Each class walked down to the tree (about 2 blocks) and put on the decorations. Hot chocolate is provided for them when they return.

### **PAEC Center**

November classrooms were filled with Veteran's Day lessons at the beginning of the month and Thanksgiving lessons at the end. Teachers were creative in how they presented Veteran's Day to their students in a respectful manner.

Thanksgiving lessons were filled with turkeys, feasts, Native Americans and pilgrims. Students learned about the history of this holiday and the traditions in celebration. Classrooms discussed what they were thankful for during this holiday season.

Dr. Marrea Winnega (ABA Autism Consultant) continues to come to the PAEC Center to support the teachers in the Autism track. Her monthly visits consist of her observing the teacher teach a lesson, providing feedback, and modelling, especially around behavior issues.

The students are gearing up for the winter season and are anxiously awaiting winter break and festivities in December.

**PAEC Center Vocational Program/Transition Program**

Currently, there are 7 students employed competitively. Unemployed students are directed to apply for competitive employment via in-person, or direct contact with employers. These students are monitored via in-person, one-on-one meets, emails, and/or text messaging. When students apply for competitive employment on their own, they are instructed to send the Vocational Coordinator screenshots of completed applications. We also keep records of applications, students complete with the Vocational Coordinator and/or staff.

**Students that are currently employed are on the chart below:**

|   | <b>Employment</b>     | <b>Hours</b>       | <b>Job</b>                    |
|---|-----------------------|--------------------|-------------------------------|
| 1 | Taco Bell             | 15 hours per week  | Crew                          |
| 2 | Symphony Nursing Home | 15 hours per week  | Activity Aid                  |
| 3 | AMC                   | 25-28 hrs per week | Busser                        |
| 4 | White Castle          | 16-20 hrs per week | Stocker/Maintenance           |
| 5 | Brookfield Zoo        | 20-25 hrs per week | Food Service Associate        |
| 6 | Dollar Tree           | 20-25 hrs per week | Sales Associate / Stocker     |
| 7 | Walgreens             | 20-25 hrs per week | Retail Sales Associate - Temp |

Students are only working at one volunteer site right now (PAEC Academy). We are not working Community job sites right now as a precaution (due to covid) and for the safety of our students.

We are excited to announce a new student was recently hired by Walgreens, he started November 10, 2021.

We have 4 additional new students enrolled who are currently being trained to complete job tasks, answer interview questions, complete job applications, and more. However, they are not ready to go out and interview yet. I have continued to set up individual meetings with these Transition students. We have completed interest surveys, we are practicing mock interviews and completing mock applications. One of the four parents currently does not want their child to actively look for employment until April 2022.

## **PAEC Intervention Team**

### **District 87**

#### Jefferson Primary School

Three PAEC Interventionists continue to work closely with the school principal and teachers. We provide direct behavioral support and classroom management for specific students (8) identified through the building student support team and previous behavior support referrals. All three Interventionists have been active in student support meetings, IEP meetings as well as communicating with parents. The interventionists continue to progress monitor and implement new interventions and supports accordingly.

#### Sunnyside School

Currently there are 2 Behavior Interventionists who have been providing intense direct behavior support for a specific 3<sup>rd</sup> grade student with behavioral concerns. In doing so the interventionists were able to assist with this student's case study meeting in which they provided specific input and data regarding past and current behavioral concerns for this student as well as maintaining ongoing home support with parents. The interventionists have worked closely with the school administrators, classroom teacher, and related service providers to provide a team-wide behavior plan including specific interventions and supports.

### **District 93**

#### Hillside School

Direct behavioral intervention is being provided for two Kindergarten students. One student has an IEP and the interventionist has worked closely with related service providers and the principal in the monitoring and implementation of this student's Behavior Intervention Plan (BIP). Also, the Behavior Interventionist has been working with another kindergarten student while observing, collecting data and simultaneously supporting the classroom teacher with implementing behavioral and classroom supports as well as other interventions. The Interventionist recently began the process of a behavior plan to help support this student. This student, however, may be placed within an alternate setting while a possible diagnostic evaluation is completed.

## **District 92**

Lindop School

Three students have been recently referred to the Behavioral Intervention team via the "New Student Referral" form, which allows for specific student data and interventions to be reviewed prior to actual support. The Behavior Interventionist has provided observational data as well as met and collaborated with both the classroom teacher as well as the special education resource teachers for two students. Behavioral consultative services have also been provided for the classroom teacher for a third student. The Interventionist has worked closely with the school social worker and psychologist to provide behavior data and review additional interventions as needed.

## **District 88**

Lincoln Elementary School:

Recently, there were three students referred through the online PAEC Student referral form (1st, 2nd, 3rd). At this time there is one behavior Interventionist providing direct behavioral support services for two students. This initial support was started after Thanksgiving break. This interventionist is still in the data collections process, but has worked closely with both classroom teachers and principal to analyze and interpret specific data pertaining to behavior and classroom environment. The third student at this school was recently outplaced. The student's return date at this time has not been determined.

## **District 209**

Currently there are 3 Behavior Interventionists at Proviso West High school working with grade level principals in supporting students and providing academic and social emotional assistance as well as academic support and retention. Recent building and program changes have occurred regarding how behavior support and student interventions will be administered. This change occurred before Thanksgiving break in which all three Interventionists participated in a meeting with grade level principles and Student Services Coordinator. Since then, Behavior Coaches have worked closely with grade level administrators and Student Services Coordinator to continue to help facilitate and implement the new program..

At Proviso East there are currently two Interventionists. A third behavior interventionist was hired to fill a vacancy within Proviso East. However, that interventionist has since been on medical leave. The current Behavior Interventionists continue to progress monitor and work directly with specific students as well as work with grade level administrators to identify new students. Support provided have included executive functioning skills training, peer mediation and specific academic and behavior support.

## **PAEC OT/PT Department**

**Staff adjustments:** LaQueishia Cummins, OT, last day was 11-22-21. Seoyoung Kim, OT, will be the OT replacing LaQueishia. Seoyoung will plan to start around

December 13th. Elizabeth Rotert, SLP on the AT Team, has submitted her resignation with her last day being 12-21-21. We are in the process of determining our coverage for the AT Team for the second half of the year.

**Activities of the department:**

1. In July of 2021 at UIC one of our staff OTs won an award: The 2021 Beatrice D. Wade Clinical Educator **Award winner was Michele Wolter** from Proviso Area for Exceptional Children. Fieldwork educators are nominated for this award by UIC graduating students. This award honors fieldwork educators who demonstrate excellence in fieldwork education.
2. October was Physical Therapy Month. The PTs put together a Google Slide presentation to share with staff. At the end of the presentation, viewers were asked to complete a Google Form of questions and with complete answers were awarded a prize. Prizes varied between candy and fidgets.
3. The AT Team attended a staff meeting on 11-03-21 in-person in the PAEC Center Board Room from 8:30 AM - 9:30 AM.
4. Our AT Team has helped run the Wheelchair Clinic at PAEC Center on 11-10-21 with Dave Cingano the AT Rep from Numotion.
5. The AT Team attended the Infinetec Combined North & West Coalition meeting on 11-10-21 on Zoom from 1:00 - 3:00 PM
6. The OT/PT/AT Lead attended the Special Events meeting for PAEC Center via Google Meet on 11-15-21 from 8:00 - 8:30 AM.
7. The OT/PT Department attended a staff meeting on 11-18-21 from 11:30 am - 2:00 pm.
8. OT/PT/AT Lead attended a Management Meeting on 11-19-21 remotely from 12:00 pm - 3:00 pm.
9. Our OT/PT's attended the following in-services over the last month: Transition from Early Childhood Services: Roles and Responsibilities by StarNet on 11-17-21 from 8:30 AM - 3:00 PM via Zoom.
10. October was PT month. The PTs put together a Google Slides presentation for everyone to view and learn about PT. The last slide asked those who viewed the presentation to fill out a survey answering questions. The results indicated 51 people completed the Google form and received a prize for their participation. Here's the link to view but responses have been closed. [PT Month 2021 Google Slides Presentation](#)

**PAEC Psychologist Department**

- Hillside psychologist Dayle Ashley-Harding and psychologist intern, Lindsey VanDerAa, are facilitating a reading intervention group utilizing the Process Assessment of the Learner- Reading and Writing program (PAL-RW). They meet with 5 students daily to practice sound/symbol relations, blend sounds, identify sight words, read and discuss books, and write letters, words, and sentences to improve the students' literacy skills.

- Hillside school psychologist intern Lindsey VanDerAa, along with the Hillside social worker, is implementing an executive functioning group.
- Training for the ADOS-2, a tool to assess possible Autism Spectrum Disorder, was held at PAEC on Thursday, November 4th, and Friday November 5th. Psychologists attending included: Dr. Paola Gonzalez-Bonet, Dayle Ashley-Harding, Melissa Gomez, Leslie Davey, and Robin Zimmerman, psychologist interns Emely Rovira and Lindsey VanDerAa, and District 88 psychologist Angelica Kordecki.
- PAEC Psychologists Dr. Michael Cermak and Dr. Paola Gonzalez are assisting PAEC High School in gathering academic data for students.
- Psychologist Dr. Michael Cermak, is supervising Loyola Chicago school psychology practicum student Kristen Bialek. Kristen will work with Dr. Cermak at Sunnyside Elementary and MacArthur Middle Schools.
- MacArthur psychologist Dr. Michael Cermak, along with district 87 SEL team members facilitated Elyssa's Mission, a suicide prevention program, on 10/25/2021 for 8th-grade students. The SEL team members will follow up with any students identified as at risk for suicide. District 87 SEL team members will facilitate Elyssa's Mission at Northlake Middle School after winter break.
- Psychologist Dr. Paola Gonzalez-Bonet is supervising full-time school psychologist intern Emely Rovira in the District 87 blended PreK/EC program along with the PAEC EC program.

### **PAEC Social Work Department**

1. The following PAEC Social Work Staff addition has been made and became effective as of November 29, 2021:  

Ms. Mandy Ross, LCSW, will be providing school social work services to identified special education students attending Proviso West High School, replacing Mr. Keving Dawley, MSW.
2. Ms. Kenya Dockens, LCSW (PAEC School Social Worker-Hillside School) has been providing the following social work services to the students at Hillside School: Co-Facilitating Class Meetings in the 5<sup>th</sup> grade special education class; Facilitating 6<sup>th</sup> grade social work group working on coping skills; Facilitating 7<sup>th</sup> grade social work group working on Managing Stress and Coping Strategies; and facilitating Changing Families/Grief Group. Additionally, Ms. Dockens coordinated Elyssa's Mission Implementation at Hillside School.
3. Ms. Monette Carlos, LCSW (PAEC School Social Worker-Early Childhood Program) started planning parent groups, with the first parent groups occurring on December 6 in the morning and December 8 in the afternoon. Discussion topics are to be determined. Additionally, Ms. Carlos assisted in the

coordination of this year's Thanksgiving baskets and the Christmas Program-whereby Early Childhood families receive gifts from outside sources.

4. Ms. Elizabeth Baldi, MSW and Ms. Ashley Brown, MSW (PAEC School Social Workers –Proviso East High School) were asked by Ms. Flemming to take over working with all special education students with social work minutes from the District 209 school social workers, who will now only see students without direct minutes. Additionally, both PAEC school social workers have been working with several students struggling to manage anxiety, behavior, and trauma symptoms in the school environment. Ms. Baldi and Ms. Brown volunteered to be a part of the PLC geared toward SEL in the school.
5. Mr. Saumil Patel, MSW and Ms. Jill Collins, MSW ((PAEC School Social Workers-PAEC Center School) have been providing the following social work services to the students at PAEC Center School: Individual and/or Group Sessions: working on teaching and/or implementing a variety of coping skills, identifying feelings, problem-solving, waiting for a turn, rules, Zones of regulation, etc. Additionally, Mr. Patel and Ms. Collins, have also participated in the Special Events Committee to plan monthly activities for fun and involvement, RRW planning and implementation, planning care coordination and resources, Coordinating Holiday support for PAEC Center Families in November and December, attending team meetings and using CPI management, when needed.
6. Ms. Lisa Allen, LCSW, Ms. Dana Gutmann, LCSW, Ms. Lisa Pirrello, LCSW, and Ms. Ziomari Rivera, MSW (PAEC School Social Workers-PAEC High School Therapeutic Day School) have been providing social work services to the students at PAEC High School Therapeutic Day School and have been working with these student on the following: Decision Making Skills, Self-Advocacy, Anger Management Skills, Positive Coping Strategies, and Problem Solving Skills. The PAEC High School Social Workers have, also, been keeping in contact with and providing social work sessions, virtually, for students through google meets & email for those who have been quarantined or are struggling with attendance.
7. Mr. Michael Irgang, MSW and Ms. Lindsey Holsten, LCSW (PAEC School Social Workers-PAEC Elementary School) have been continuing to service students individually and in small group social work sessions. Topics addressed during individual and/or small group sessions include: crisis/behavioral/de-escalation management, anger management, and following directions. Additionally, both school social workers have been involved in organizing and presenting Robert Crown Science Behind Drugs for middle schoolers, coordinating the holiday family adoption program with families matched for the holiday's and overseeing the recycling program.
8. Ms. Donna Kuchera, MSW (PAEC School Social Worker –Proviso West High School) continues to provide weekly school social work services to the

freshman special education students on her caseload, which include facilitating a weekly TST Groups. Topics covered in this TST group include life, social and communication skill building. During the second quarter, Ms. Kuchera has been working with her students on listing fun activities they may do now during continued Covid-19 restrictions, that can be done outdoors (i.e., picnic by an outdoor fire pit; decorating the outside of your house; going on a hayride; apple/pear picking; bike riding; going for a walk with your dog, etc.) and indoors within their home (i.e., cooking/baking; home movie night; read a novel; listen to music; learn to play an instrument; exercise to music; help out with a home project; facilitate playing a board game with family members, etc.). Additionally, Ms. Kuchera has joined a Proviso West High School Senior Mentoring Program Committee, whereby she and other Proviso West Committee members will be guiding Senior volunteer students and pair them up with freshmen students they will be mentoring for the remainder of the school year. Committee members will be meeting to discuss guidelines for this program and hold a formal meeting with the 20 Senior Student volunteers.

9. Ms. Lisa Pirrello, LCSW (PAEC School Social Work Lead), will be facilitating the LAN 60 meeting via Google Meet Invite, on Wednesday, December 16, 2021, from 1:00pm-2:30pm.
10. The next PAEC School Social Work Dept. In-Service Training and Meeting will be: Date: Friday – January 14, 2022

PAEC SW Dept. In-Service (Virtual):

Time: 10:00AM-1:00PM

Topic: Therapeutic Crisis Intervention

Speaker: Mr. Keith Harris-ASNChicago.org

PAEC SW Dept. Meeting (Virtual):

Time: 1:30pm-3:00pm

### **PAEC Speech/Language Department**

- Several SLPs participated in the ADOS (Autism Diagnosis Observation Schedule) training on November 4th and 5th, presented by Dr Marrea Winnega.
- The lead SLP hired a new SLP for the full time opening in D88 at Lincoln Primary. Abigail Avery, SLP will be joining us from a new agency, Select Savvy, starting in the new year.
- Elizabeth Rotert, SLP, has resigned effective December 21, 2021. Lead SLP will be working with the S/L Department to absorb this workload for the remainder of this school year.
- The next department meeting will be on December 6, 2021 from 1-3 pm.

### **PAEC Special Olympics**

Basketball season is off to a great start! Busing and transportation has been phenomenal this year so far. Bulldogs and the Pacers played games versus Downers

Grove North High School at DGN on November 17th. Both teams played extremely well but both fell a little short in the win column. Bulldogs lost by a score of 26-37 and the Pacers losing by a score of 21-28. The PAEC Tigers got their season started with a big win versus Oswego, winning 47-21. The Bulldogs and the Pacers next game is December 2nd versus Oak Park River Forest High School while the PAEC Tigers next game is versus Unity Jr. High School in Cicero. We look forward to a great showing. Individual skills regional tournament is Sunday, December 5th in Vernon Hills. We have 3 student-athletes participating. We look forward to representing PAEC in a great way! Go PAEC. **Pictures are attached from the November 17th Game with the agenda.**

**VII. OTHER/ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE EXECUTIVE BOARD**

**VIII. BOARD CORRESPONDENCE**

- A. Email of thanks and recognition for the PAEC Team that consisted of Mr. Michael James, Mrs. Vanessa Schmitt, and Mrs. Roshune Pechacek from Dr. Janiece Jackson, Superintendent District 92.

**IX. CLOSED SESSION**

***Recommended Motion:***

**I move to convene into Closed Session at \_\_\_\_\_ AM, under Section 2(c)(1) of the Open Meetings Act to consider litigation against PAEC that has been filed and is pending before a court or administrative tribunal and to discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee(s), specific individual(s) who serve as an independent contractor(s), specific volunteer(s) of the Board, or legal counsel for the Board as presented.**

**X. NEXT MEETING**

The next PAEC Executive Board meeting is scheduled for Thursday, January 13, 2021.

**XI. ADJOURNMENT**

***Recommended Motion:***

**I move to adjourn the meeting at \_\_\_\_\_ AM/PM for lack of further items to discuss.**

MJ/TL