

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
EXECUTIVE BOARD MEETING
PAEC CENTER AND ZOOM – 9:00 AM
FEBRUARY 10, 2022
AGENDA**

I. ROLL CALL

II. APPROVAL OF MINUTES

Recommended Motion:

I move to recommend to the Executive Board to approve the minutes of January 13, 2022, as presented.

III. APPROVAL OF CONSENT AGENDA

A. Approval of Payroll

Confirmation of payroll (excluding required employer deduction)

	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
	<u>1/14/2022</u>	<u>1/14/2022</u>	<u>1/14/2022</u>	<u>1/14/2022</u>	<u>1/14/2022</u>
Education Fund	\$ 494,200.25	\$ 20,219.16	\$ 18,504.32	\$103,489.35	\$ 636,413.08
Building Fund	<u>\$13,302.22</u>	<u>\$ 1,012.16</u>	<u>\$ 847.36</u>	<u>\$ 2,389.53</u>	<u>\$ 17,551.27</u>
TOTALS	\$ 507,502.47	\$ 21,231.32	\$ 19,351.68	\$105,878.88	\$ 653,964.35

	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
	<u>1/31/2022</u>	<u>1/31/2022</u>	<u>1/31/2022</u>	<u>1/31/2022</u>	<u>1/31/2022</u>
Education Fund	\$ 503,992.40	\$ 20,411.62	\$ 18,707.64	\$ 110,337.13	\$ 653,448.79
Building Fund	<u>\$ 14,711.79</u>	<u>\$ 1,119.99</u>	<u>\$ 937.14</u>	<u>\$2,580.93</u>	<u>\$ 19,349.85</u>
TOTALS	\$ 518,704.19	\$ 21,531.61	\$19,644.78	\$ 112,918.06	\$ 672,798.64

B. Approval of Bills

Information is attached.

C. Approval of Employment/Resignations/Terminations

Employment:

None at this time.

Resignations:

Loredana Circone Puccio, Program Assistant, PAEC Center, effective 1/31/22
Carla Maldonado, 1:1 Program Assistant, Dist. 87-Riley School, effective 1/28/22
Nanyamka Warren, Behavior Interventionist, PWHS, effective, 2/2/22
Alma Rosario, School Psychologist, District #87, effective 1/28/22

Terminations:

Judith Chavira, Occupational Therapist (General Leave), effective 1/11/22

Maria Castellanos, Program Assistant, PAEC Center, effective 1/22/22

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. FMLA Request

1. Ms. Kiheria Martin, Program Assistant at PAEC Center has requested an Intermittent FMLA due to personal reasons. Ms. Martin is requesting this leave to begin January 5, 2022, with an unsure return date. Ms. Martin will not be using available sick days due to no available days left.

Recommended Motion:

I move to recommend to the Executive Board to approve the Intermittent FMLA request of Ms. Kiheria Martin, beginning January 5, 2022, with an unsure return date. Ms. Martin will not be using available sick days due to no available days left as presented.

B. PAEC High School Gym Rental (Mr. Woodard)- Practices

- Mr. Woodard who is a PAEC staff member and Baseball Coach for Proviso East, is requesting to rent the PAEC High School Gymnasium for baseball conditioning for students at Proviso East High School. He is requesting to utilize the gym beginning on February 1, 2022.

Recommended Motion:

I move to recommend to the Executive Board to approve the rental agreement for Mr. Woodard (Proviso East Baseball Coach), to utilize the PAEC High School Gymnasium beginning on February 1, 2022, as presented.

C. Contractual Agreements

1. Contractual Agreement from Stepping Stones Group for new Speech-Language Pathologist, Liliana Herrera.

Recommended Motion:

I move to recommend to the Executive Board to approve the contractual agreement from the Stepping Stones Group for the new Speech-Language Pathologist, Liliana Herrera.

2. Contractual Agreements for Select Savvy, LLC (Partner), Back Office Staffing Solutions, LLC (Company) for new Speech-Language Pathologist, Abby Avery.

Recommended Motion:

I move to recommend to the Executive Board to approve the contractual agreement from the Select Savvy, LLC (Partner), Back Office Staffing Solutions, LLC (Company) for the new Speech-Language Pathologist, Abby Avery.

D. PAEC Policies- (Second Reading)

Mr. James and our attorney have reviewed the attached policies provided by IASB. PAEC is recommending that the Board conduct a second reading on the following policies: The detailed policy draft updates were sent at the January Executive Board Meeting.

Governing Board

- 2:105 Ethics and Gift Ban
- 2:110 Qualifications, Term, and Duties of Board Officers
- 2:220 Board Meeting Procedure
- 2:260 Uniform Grievance Procedure

General Administration

- 3:40 Executive Director
- 3:50 Administrative Personnel Other than Executive Director
- 3:60 Administrative Responsibilities of the Building Principal and Assistant Principal

Operational Services

- 4:120 Food Services
- 4:160 Environmental Quality of Building and Grounds
- 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
- 4:170 Safety
- 4:175 Convicted Child Sex Offender; Screening Notifications
- 4:60 Purchases and Contracts

Personnel

- 5:100 Staff Development Program
- 5:125 Personal Technology and Social Media; Usage and Conduct
- 5:150 Personnel Records
- 5:185 Family and Medical Leave
- 5:20 Workplace Harassment Prohibited
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:220 Substitute Teachers
- 5:250 Leaves of Absence
- 5:30 Hiring Process and Criteria
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 5:50 Drug and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5:90 Abused and Neglected Child Reporting

Instruction

- 6:120 Education of Children with Disabilities
- 6:20 School Year Calendar and Day
- 6:220 Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct
- 6:340 Student Testing and Assessment Program
- 6:50 School Wellness

Students

- 7:10 Equal Educational Opportunities
- 7:150 Agency and Police Interviews

7:160	Student Appearance
7:165	School Uniforms
7:180	Prevention of and Response to Bullying, Intimidation, and Harassment
7:190	Student Behavior
7:20	Harassment of Students Prohibited
7:200	Suspension Procedures
7:240	Conduct Code for Participants in Extracurricular Activities
7:250	Student Support Services
7:260	Exemption from Physical Education
7:290	Suicide and Depression Awareness and Prevention
7:30	Student Assignment
7:310	Restrictions on Publications; Elementary Schools
7:315	Restriction on Publication; High Schools
7:340	Student Records
7:345	Use of Educational Technologies; Student Data Privacy and Security
7:60	Residence
7:70	Attendance and Truancy
7:80	Release Time for Religious Instruction/Observation

Recommended Motion:

I move to conduct a first reading on the updated/revised PAEC Policies #2:105 Ethics and Gift Ban, #2:110 Qualifications, Term, and Duties of Board Officers, #2:220 Board Meeting Procedure, #2:260 Uniform Grievance Procedure, #3:40 Executive Director, #3:50 Administrative Personnel Other than Executive Director, #3:60 Administrative Responsibilities of the Building Principal and Assistant Principal, #4:120 Food Services, #160 Environmental Quality of Building and Grounds, #4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors, #170 Safety, #4:175 Convicted Child Sex Offender; Screening Notifications, #4:60 Purchases and Contracts, #5:100 Staff Development Program, #5:125 Personal Technology and Social Media; Usage and Conduct, #5:150 Personnel Records, #5:185 Family and Medical Leave, #5:20 Workplace Harassment Prohibited, #5:200 Terms and Conditions of Employment and Dismissal, #5:220 Substitute Teachers, #5:250 Leaves of Absence, #5:30 Hiring Process and Criteria, #5:330 Sick Days, Vacation, Holidays, and Leaves, #5:50 Drug and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition, #5:90 Abused and Neglected Child Reporting, #6:120 Education of Children with Disabilities, #6:20 School Year Calendar and Day, #6:220 Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct, #6:340 Student Testing and Assessment Program, #6:50 School Wellness, #7:10 Equal Opportunities, #7:150 Agency and Police Interviews, #7:160 Student Appearance, #7:165 School Uniforms, #7:180 Prevention of and Response to Bullying, Intimidation, and Harassment, #7:190 Student Behavior, #7:20 Harassment of Students Prohibited, #7:200 Suspension Procedures, #7:240 conduct Code for Participants in Extracurricular Activities, #7:250 Student Support Services, #7:260 Exemption from Physical Education, #7:290 Suicide and Depression Awareness and Prevention, #7:310 Restrictions on Publications; Elementary Schools, #7:315

Restrictions on Publications; High Schools, #7:340 Student Records, #7:345 Use of Educational Technologies; Student Data Privacy and Security, #7:60 Residence, #7:70 Attendance and Truancy, #7:80 Release Time for Religious Instruction/Observation

VI. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

- A. PAEC Programs-Current District Child Count Report
Information is attached.
- B. Current Enrollment and Classroom Staffing Patterns
Information is attached.
- C. Projected District Child Count 2022-2023
Information is attached.
- D. Projected Enrollment and Classroom Staffing Patterns 2022-2023
Information is attached.
- E. Transition Reports
 - 1. PAEC Therapeutic Day Elementary School-Information is attached.
 - 2. PAEC Therapeutic Day High School- Information is attached.
- F. Initial Referrals
Information is attached.
- G. Police Reports
None reported at this time.
- H. PAEC Activity Fund Summary
Information is attached.
- I. DuPage/West Cook Report
The Board Agenda and Packet will be sent electronically.
- J. District Goal Updates
Program Updates are attached.
- K. Suburban Life Newspaper Vs. Village Free Press Newspaper
There were previous conversations in the past in regards to the possibility of switching from Suburban Life Newspaper to Village Free Press. We have looked into some quotes from both companies during our most recent posting for our remote learning plan.

The posting for our Remote Learning Plan, which was posted in Suburban Life Newspaper, was \$438.38. Suburban Life charges \$13.20 per column inch. We sent

the same Remote Learning Plan to Village Free Press and the quote received for the same article was \$462.00. Village Free Press charges \$28.00 per column inch.

Copies of the article for both companies are attached with the agenda.

L. PAEC Events

PAEC High School will be having its Black History Month Celebration on February 28, 2022. This year, PAEC High School will be exploring the history of Historically Black Colleges and Universities. Each classroom will decorate its door with information about an assigned institution. The following colleges and universities that will be displayed are;

Spelman University

Howard University

Xavier University of Louisiana

Tuskegee University

Hampton University

North Carolina A & T

Morehouse College

Florida A & M

Clafin University

Fisk University

1ST February 25, 1837, **Cheyney University of Pennsylvania**

More information regarding the celebration will be included in the agenda packet.

M. Vaccine Clinics

The State of Illinois partnered with PAEC Academy to host another Vaccination/Booster Clinic on February 9, 2022, at Divine Infant School (1640 Newcastle Ave, Westchester, IL 60154) from 8:00 AM to 3:00 PM.

District #93 had a vaccine clinic on January 31st

N. Proposal/Discussion- Adjusting for the needs of the District

O. PAEC Program Updates

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

The **Business Office** completed the ARP – ESSER III application last quarter and was approved for spending. The application opened up in the first quarter for Special Education Cooperatives. "The ARP – ESSER III funds are flexible in nature; districts can use them for a wide variety of efforts including distance/remote learning, school meals, supporting at-risk student populations, mental and physical health, supplemental learning, facilities/equipment, and maintaining continuity of core staff and services." To complete the application for the \$1,777,654 grant received, the Business Office received input from the executive team, principals and related services leads in the second quarter. The funds are now available to spend and will expire in September 2024. We have earmarked the funds to support whole school

improvements and services such as: social and emotional, after school, summer school, curricular upgrades/updates, PPE, Facility and Technology needs. The district allocated the \$1.78M as follows:

- Technology- \$542,420
- Facilities and Maintenance - \$138,000
- Curriculum, Summer Enrichment, and Related Services \$1,025,750
- Food Service and Transportation – \$71,483

A schedule has been created and audit refunds/billings for the fiscal year 2020-21 will be sent to member districts. The first payment will be sent this month and if the cash flow continues to be healthy, the other two payments will be processed in March and May of 2022. Please see the payment schedule prepared by the Business Manager/CSBO below:

PROVISO AREA FOR EXCEPTIONAL CHILDREN SEJA #803 REIMBURSEMENT TO MEMBER DISTRICTS - FY21 AUDIT					
DATE	DISTRICT	EDUCATION FUND	O & M FUNDS	TRANSPORTATION FUND	GRAND TOTAL
1/15/2022	BERKELEY D87	\$103,105	\$11,534	\$38,518	\$153,156
3/15/2022	BERKELEY D87	\$103,105	\$11,534	\$38,518	\$153,156
5/15/2022	BERKELEY D87	\$103,105	\$11,534	\$38,518	\$153,156
	BERKELEY D87 TOTAL REIMBURSEMENT	\$309,314	\$34,601	\$115,554	\$459,469
1/15/2022	BELLWOOD D88	\$78,201	\$25,536	\$20,399	\$124,136
3/15/2022	BELLWOOD D88	\$78,201	\$25,536	\$20,399	\$124,136
5/15/2022	BELLWOOD D88	\$78,201	\$25,536	\$20,399	\$124,136
	BELLWOOD D88 TOTAL REIMBURSEMENT	\$234,602	\$76,609	\$61,196	\$372,407
1/15/2022	BROADVIEW D92	\$18,118	\$3,118	\$12,197	\$33,433
3/15/2022	BROADVIEW D92	\$18,118	\$3,118	\$12,197	\$33,433
5/15/2022	BROADVIEW D92	\$18,118	\$3,118	\$12,197	\$33,433
	BROADVIEW D92 TOTAL REIMBURSEMENT	\$54,353	\$9,354	\$36,591	\$100,298
1/15/2022	HILLSIDE D93	\$14,227	\$996	\$4,032	\$19,255
3/15/2022	HILLSIDE D93	\$14,227	\$996	\$4,032	\$19,255
5/15/2022	HILLSIDE D93	\$14,227	\$996	\$4,032	\$19,255
	HILLSIDE D93 TOTAL REIMBURSEMENT	\$42,680	\$2,989	\$12,095	\$57,764
1/15/2022	PROVISO TWSP HS D209	\$250,090	(\$39,372)	\$88,292	\$299,010
3/15/2022	PROVISO TWSP HS D209	\$250,090	\$0	\$88,292	\$338,382
5/15/2022	PROVISO TWSP HS D209	\$250,090	\$0	\$88,292	\$338,382
	PROVISO TWSP HS D209 TOTAL REIMBURSEMENT	\$750,271	(\$39,372)	\$264,876	\$975,775
	GRAND TOTAL TO REIMBURSE TO MEMBER DISTRICTS	\$1,391,219	\$84,181	\$490,312	\$1,965,712
JANUARY 2022 PMT		\$463,740	\$1,812	\$163,437	\$628,989
MARCH 2022 PMT		\$463,740	\$41,184	\$163,437	\$668,361
MAY 2022 PMT		\$463,740	\$41,184	\$163,437	\$668,361
Note: Anything that is credit (owed to PAEC) must be invoiced.					

Accounts Payable has completed 1099's for 2021 and the vendors should be receiving them in the mail soon.

Payroll has completed W-2's for 2021 and the employees should have received a copy.

The business office continues to work on the Mid-year review and FY23 budget.

The business office will continue to prepare the necessary financial documents and information for PAEC's contract negotiations.

Human Resources (HR) department continues to perform its regular duties of managing benefits, organizing background checks, and new hire paperwork. The department also provided an updated report for employee benefits bread-down. The 2021 Affordable Care Act (ACA)/1095-C audit has been completed and forwarded to the third party for further review and submission to the IRS. The district has been awarded \$7,000 from FEMA to spend on related COVID costs thanks to the HR Department's diligence and relentless efforts to secure these funds after several denials.

Information Technology (IT)

January was a busy month for the IT department. Despite the influx of troubleshooting after a long extended break, the department has successfully implemented most security measures mandated from the Cyber insurance program. There is still some work to perform over the month of February, such as SSO integration and completion of token generators for staff members that cannot or refuse to use personal devices for MFA. As a whole, the implementation process went smoothly.

The IT department has also started some preparations for budget meetings at the start of February. The establishment of a Technology Committee occurred in January and the committee's first meeting is scheduled for mid-February.

We have received official funding commitment decision letters for three applications applied to the Emergency Connectivity Relief grant from USAC. PAEC will be receiving a total of \$152,000 covered in this grant. We anticipate the acquisition and disbursement of these devices before the new school year. The month of February will involve a lot of discussion and confirmations with vendors of this grant. The IT department is currently working on integrating these discounts into the budget planning. The IT department continues to address help tickets and other various projects in a timely manner.

Buildings & Grounds (B&G)

While completing the regularly scheduled duties such as cleaning and maintenance, snow removal has become a priority this busy snow season for B&G. The Department continues to address daily custodial needs while focusing on health and safety.

The B&G department is actively searching for an evening custodian for the PAEC High School. The Department is looking at several different professional services agencies to partner with in this endeavor.

PAEC Early Childhood Program

January was a calm month in the Early Childhood program. We did not have any new children start but we had one student transition from the half-day cross-categorical program to the full-day EC autism class.

We continue to be very fortunate that we have had our wonderful retired teacher, Carol Michels, coming in to help when she can as a teacher sub or a program assistant sub. Our numbers have not increased at this time due to a very low number of students transitioning out of the Early Intervention program. The parents feel overwhelmed because of Covid so they have chosen not to transition their children to a school setting. Parents have stated that they do not think their children can handle going to school at this time due to the necessity of wearing a face mask and maintaining a social distance.

Our teachers have started celebrating Black History Month by learning about Martin Luther King. I will be forwarding pictures of EC classes doing activities for MLK day. ***Pictures are attached with the agenda packet.***

PAEC Therapeutic Elementary School

January is the beginning of the second half of the year. The students returned excited to be back in school and ready to learn.

All students were benchmarked in Reading and Math. Students also were benchmarked in reading fluency using FastBridge. The students will continue to be progress monitored in both reading and math. The interventions were reviewed and new intervention schedules were implemented to support students per the January benchmark data.

Students will be participating in new behavior reward incentives to assist with the modification of their behavior. 5th – 8th grade students, who have received a level two status on their weekly behavior sheets will be participating on the basketball team.

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 12 student time-outs and no police incidents for the month of January.

PAEC Therapeutic Day High School

Happenings

During the month of January we began a new semester that provides all students an opportunity to start fresh, I.E. new semester, new schedule, etc. As you know schedules are based on the needs of the students. We also look at and forward to our potential graduates for the May graduation date. January is a focus for preparation for winter MAP testing. As we transition to February we are prepared for

winter MAP testing. This month is also Black History Month. The PAEC High School Focus is on Historical Black Colleges or Universities. Each classroom will have a particular college to provide information about and its history along with decorating their door. The culmination will be some traditional snacks in the gym.

Transitioning Students

During the month of January we have not had a lot of students transitioning to PAEC from District #209. While we normally receive students throughout the year, time periods where we get an influx of students are in January, February, and mid-April to late May. We are aware of the growing volatility within District #209, we are unclear as to why students are not being transitioned to PAEC Therapeutic Day High School in order to address students' social and emotional disabilities.

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. So during the month of January, we have had one case of Positive covid test and as of January 31st, we have no students in quarantine.

Restraints

Restraints	1
Police Calls	1
Process return meetings	1

Enrollment and Attendance

Enrollment - 53 Students

Covid - 19

To date, we had eight 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 afterschool Custodial Program with students. At this time we have seven 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 the recycle bins before he can start the recycling program here.
- Mr. Loving reports that work training at the Hilton is underway. We have four students participating after school and five students training during the day. Four of the daytime students work two times per week. The other is a senior who does not have morning classes and therefore participates for four days. **The Hilton Engineering Department Supervisor is particularly impressed with the senior student and has offered him employment for the weekends. This is particularly noteworthy because employees have to be 18 years of age though an exception is being made as the student is only 17 years of age.**
- Mr. Loving reports three students training at Firehouse Subs. They each train two times per week during the school day. Mr. Loving continues to accept applications but any student participating in the off-campus training sites needs to show proof of full vaccination.
- Mr. Loving states that he provides students seeking employment with job leads.
- Mr. Loving has coordinated with Proviso Township for Mental Health to provide presentations on financial literacy. A schedule is being put together for these presentations to occur during 2nd semester. The January presentations were postponed due to concerns with Covid.
- As we receive new students Dr. Bujalka meets with them to complete their transition planning questionnaire and interview. This includes reviewing their current transition plan and goals as indicated on their IEP.
- Dr. Bujalka posts daily in a Google Classroom to address the transition domains. This past month she has focused on post-secondary education and training.
- Dr. Bujalka continues doing the Casey Life Skills Assessment and a Career Clusters Inventory with students.
- Dr. Bujalka is arranging Google Hangouts for students to speak with professionals in the career field of the student's interest. The first one is set up for Friday for one of our seniors to speak with a vet tech.
- Dr. Bujalka is now providing social work services to two students attending PMSA.
- Dr. Bujalka is working on submitting accommodation requests for each of our students for the PSAT and SAT April test dates.

PAEC Academy at Divine Infants

PAEC Academy students have finished their winter benchmarking in Fast Bridge. We are currently waiting on some of the test materials for ACCESS. Once the materials are received we will schedule dates and times for various grade levels to complete the Access Test. This will be done in two or three test sessions, so we are not overwhelming the students. On Monday, February 7, we will have two new students starting with us. One is coming from PAEC Center (District 88) and one is coming from Hillside.

Transition meetings for our eighth graders are being set up. Some will be attending the PAEC class at Proviso East, some will be attending PAEC Center. We have six students graduating this year. We are still working on getting projections from the districts for the fall. I will be observing the PAEC EC program to assist in determining student placement for the students who will be entering kindergarten in the fall.

In December and January, we hosted a vaccine clinic with the state. In December, we had 66 people receive shots, In January we had 57 people. The state asked us to host a second set of dates. Due to the snowstorm, we had to reschedule the first of the two clinics. The dates will now be February 9th and March 2nd. They will be administering both vaccines, as well as boosters. We currently have 30 people signed up.

All of the classes are celebrating Black History Month. Each classroom is working on different projects. On January 25th, Ms. Allen, our Social Worker, will be doing a music activity with all of the students. Each class will present their projects after the musical activity. We are also celebrating The Lunar New Year, Martin Luther King Jr., GroundHog Day, and President's Day.

Reports and progress reports went out to parents. We have begun the third quarter. The Principal and Teachers will be meeting to discuss student progress on February 11th, which is a late start day. We will also be discussing building or Safety issues.

PAEC Center

The students returned from Winter Break ready to start again!

Teachers picked up where they left off.

The end of the semester occurred and state-mandated ACCESS Testing is in process. The students are also preparing for DLM testing coming up in March.

Teachers were apprised of observations as well as paraprofessionals. Formal and informal observations have begun.

CCA, CCF, and Autism teams are meeting to discuss projections for the upcoming school year. We are working closely with EC as well to ensure students are placed appropriately.

The Special Events Committee came up with the idea of Winter Wonderfest. Each classroom decorated a table in the gym for the other classrooms to admire with a winter theme. Each presentation is voted on and a certificate is awarded to those "Funniest" "Most Child-Centered" and "Most Creative". Students enjoy these experiences and sharing their work with others.

We look forward to Black History Month in February. Each classroom chooses a country and presents their cultures, arts, etc.

Twice a week for six weeks, we have pro golfers from US Adaptive Alliance come into PAEC Center and work with our students learning to play golf. This was put into

place before the COVID pandemic began and has started up again this year. During the lessons, the students learn the correct form to play golf, practice putting and chipping the ball and overall the students do have a great time! The atmosphere that emanates from the gym is positive and we are grateful for this opportunity. <https://www.usaga.org/>. **Pictures are attached with the agenda packet.**

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 me and/or staff.

Students that are currently employed are on the chart below:

	Employment	Hours	Job
1	Taco Bell	15 hours per week	Crew
2	The Pearl of Hillside	14 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/ Mariano's	20-25 hrs per week	Food Service Associate
6	Dollar Tree	20-25 hrs per week	Sales Associate
7	Walgreens	20-25 hrs per week	Retail Sales Associate

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 the safety of our students.

We have 6 additional new students enrolled who are currently being trained to complete job tasks, answer mock interview questions, complete mock job applications, and more. They are not ready to go out to apply for jobs and interviews yet. I have continued to set up individual meetings with these Transition students. We have completed interest surveys, practiced mock interviews, and completed mock applications. One of the six parents currently does not want their child to actively look for employment until April 2022.

PAEC Intervention Team

District 87

Jefferson Primary School

This school currently has the highest identified students for behavior support. Three PAEC Interventionists continue to work closely with school principals and teachers to provide direct behavioral support and classroom management for specific students as well as two new students identified through building student support teams and previous behavior support referrals. All three interventionists have been active in student support meetings and communicating with parents. The interventionist continues to progress monitor and implement new interventions and supports accordingly based on behavior data, student observations, and teacher input.

Sunnyside School

Currently, there are 2 Behavior Interventionists who continue to provide direct behavior support for a 3rd grade student with behavioral concerns. Recently, this student did qualify for special education service and at the IEP meeting, it was decided that the interventionists would continue to work with this student providing behavioral support. The interventionists have worked closely with the school administrators, classroom teachers, and related service providers to provide a team-wide behavior plan including specific interventions and supports. There has been a second student identified through the referral process at this school. However, more data needs to be collected by the classroom teacher. The Behavior interventionists are aware of this student and have met with the student but direct intervention and support have not been initiated at this point. A meeting with the classroom teacher and Behavior coordinator is scheduled at the end of this month to review data and possibly help facilitate the next steps in providing behavior support and interventions.

District 92

Lindop School

Currently, there is one Pre-K student at Lindop who is currently receiving direct behavioral intervention and support. The interventionist has worked closely with the teacher and classroom aid. The interventionist has been collecting data and working collaboratively with the teacher in various coaching strategies to help this teacher implement specific interventions for this student. This student is still in the early stages of intervention and support but it is highly likely that services will continue at least till Spring Break.

District 88

Lincoln Elementary School

Recently there were three students referred through the online PAEC Student referral form (1st, 2nd, and 3rd). Two interventionists are assigned to this school to provide rotating behavior support for all three students as well as work collaboratively with teachers and staff. The two interventionists have begun implementing specific

behavioral supports such as CHAMPS classroom management and the results have been very effective. The interventionists have also worked closely with each other in offering suggestions and coaching strategies to benefit each other.

Lincoln Primary School

Two pre-K students have been identified for behavioral support through the PAEC Behavior Referral form. One student has begun to receive initial support from one behavior interventionist and it is still early in the implementation of support and data collection. A second student has been identified and an interventionist was assigned to that classroom. The interventionist has recently begun working with this student so data collection is still ongoing. However, the interventionist has been able to work closely with the general education teacher and the special education teacher in that classroom.

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. However, at the end of this month, one behavior interventionist has offered her resignation and will be leaving the first week in February. A current employment search is underway to replace this person. Despite this, all three Interventionists have been participating in meetings with Grade-Level Principals and the Student Service Coordinator. The Behavior Coaches continue to help facilitate and implement the intervention program which is continuing to show progress.

At Proviso East there are currently two Interventionists. A third behavior interventionist was hired and started after the holiday break. That interventionist has made a smooth transition to Proviso East and has been collaborating with the other interventionist at that school. The current Behavior Interventionist team continues 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, peer mediation, and specific academic and behavior support.

PAEC OT/PT Department

Staff adjustments: None at this time.

Activities of the department:

1. We have an OT student (Ashley Strand) from UIC here for student clinicals with our OTs in the PAEC EC program from Jan.3rd until March 25th.
2. The AT Team continues to conduct SETT meetings to come up with appropriate assistive technology to address educational needs for their struggling students.
3. The AT Team attended a staff meeting in-person and via Zoom for those not able to attend in-person on 1-5-22 from 8:30 AM - 9:30 AM.
4. The Lead OT/PT/AT attended the Special Events Committee Meeting via Google Meet on 1-10-22 from 8:00 AM - 8:30 AM.
5. The Lead OT/PT/AT accompanied the PAEC Center Principal to meet with the First Student bus drivers and attendants to discuss problems and solutions when

transporting our PAEC students.

6. The OT/PT Department attended a staff meeting on 1-13-22 in-person and via Zoom for those not able to attend in-person from 11:30 am - 2:00 pm.
7. Our AT Team & OT/PT Team has helped run the Orthotic Clinic on 1-26-22 with Gwen Blunk, an orthotist from Hanger Clinic in Westchester.
8. Our OT/PT/AT Lead attended an OT/PT Coordinators meeting via Zoom on 1-26-22 from 10:00 am-12:30 pm.
9. OTs and PTs attended the following in-services in January: Live webinars via Zoom by Pride Mobility: 4Front 2: The Next Generation on 1-07-22 from 1:00 PM to 2:00 PM, Monitoring Diagnostics on 1-10-22 from 12:00 PM to 1 PM, The Team Role in Wheelchair Maintenance and Repair on 1-12-22 from 11:30 AM to 12:30 PM, Wheelchair Therapy Services – CPT Codes for OT and PT Use on 1-13-22 from 10:00 AM to 11:00 AM, Monitor: What Do the Numbers Mean? on 1-14-22 from 1:00 PM to 2:00 PM.

PAEC Psychologist Department

- In Hillside District 93, psychologist Dayle Ashley-Harding and psychologist intern Lindsey VanDerAa have been facilitating a grief group called "changing families" for the last 2 months. It will continue, and another group is going to be added to it.
- Psychologist intern LindseyVanDerAa, a Hillside social worker and Hillside speech/language pathologist co-founded an executive functioning group for 6 weeks. Lindsey has now developed a form for parents on tips to help executive functioning.
- At MacArthur Middle School in District 87, psychologist Dr. Michael Cermak is a member of the school's Threat Assessment Team. Training will be complete through online modules and the team will meet monthly.
- Dr. Cermak also continues to meet with several 8th-grade students individually or in groups to address SEL needs. He is also currently working with several students who were identified from Elyssa's Mission to provide individual counseling as well as with a student referred due to extreme behavior.
- At Sunnyside Elementary in District 87, Dr. Cermak is providing consultation to a third classroom and his school psychology practicum student, Kristen Bialek, is providing an academic intervention (PALS) with two 3rd grade students
- At Whittier Primary School in District 87, bilingual psychologist Dr. Paola Gonzalez is a member of the Threat Assessment Team. The team will be trained via online modules and the team will meet monthly.
- At Northlake Middle School in District 87, psychologist Melissa Gomez assisted, along with other SEL team members, with the implementation of Elyssa's Mission. This program identifies students who are at risk for suicide.
- Dr. Michael Cermak will be attending the Illinois School Psychologists Association (ISPA) conference from February 3rd- February 5th, 2022. He will share information from workshops at the next psychologists' meeting.

- Mary Therese Geary is scheduled to attend the MTSS conference on February 4th and March 4th. She will share information with the other psychologists at the next department meeting.
- Ms. Geary is currently recruiting and interviewing intern candidates for the 2022-23 school year.

PAEC Social Work Department

1. Ms. Jill Collins, MSW, and Mr. Saumil Patel, MSW (PAEC School Social Workers-PAEC Center School) have been continuing to provide social work services weekly to the students on their caseloads. Additionally, they have been assisting the classrooms at PAEC Center School with ongoing special events planning and preparations (i.e., Winter Fest, Valentine's Day, etc.). Recently, PAEC Center lost a beloved student during the month of January 2022. Mr. Patel and Ms. Collins continue to provide support to the staff and students in the grieving process, as well as to the child's family in providing necessary community resources.
2. PAEC School Social Workers, Ms. Donna Kuchera, MSW, Mr. Michael Irgang, MSW, and Ms. Kenya Dockens, LCSW, provided additional crisis counseling to Lindop School staff and students after a beloved staff member passed away over winter break.
3. Ms. Donna Kuchera, MSW, and Ms. Mandy Ross, LCSW (PAEC School Social Workers at Proviso West High School) continue to provide social work services to the students on their caseloads and have been working with students on the following: Social Skills, Effectively Coping with Anxiety, Understanding how other words may not always be meant to offend, how to work kindly with others you may not always like or agree with, and personal problem-solving. Additionally, Ms. Kuchera and Ms. Ross have been collaborating with the District 209 School Social Workers to find innovative ways to connect with the families of students who have been severely truant from school 1st Semester and, now, 2nd Semester. Additionally, Ms. Ross has attempted to connect with District 209 administrators to get additional information on current school policies/procedures and resources that are already in place to address student truancy.
4. Ms. Elizabeth Baldi, LCSW (PAEC School Social Worker at Proviso East High School) continues to provide individual and group social work services to the special education students on her caseload. Topics discussed during her transitional skills group sessions include communication skills, peer relationships, decision-making skills, trying new things, and self-esteem. Ms. Baldi, has, also, been connecting with students who are consistently truant and their guardians, to discuss the obstacles (situational, behavioral, or emotional) that are getting in the way of allowing the student to attend school consistently. Ms. Baldi is working with Ms. Brown, LCSW (PAEC School Social Worker at Proviso East High School) on behalf of the PAEC School Social Work Committee, to find a presenter on Sensory Play Therapy for the 2022-23 school year.

5. Ms. Ziomara Rivera, MSW, Ms. Lisa Allen, LCSW, Ms. Dana Gutmann, LCSW, and Ms. Lisa Pirrello, LCSW (PAEC School Social Workers-PAEC High School Therapeutic Day School) continue to provide social work services to students on their caseload and have been working with these students on the following: Personal/Career Goal Setting for life after High School Graduation; Mindfulness; Coping Strategies; Personal Hygiene; How to Balance Personal Problems, Part-Time Work and Completing Homework; Utilizing Community Resources; Self-Regulation Strategies; Awareness of Personal Triggers; Increasing Personal Motivation; Anger Management Strategies; and Conflict Resolution.
6. Ms. Monette Carlos (PAEC School Social Worker-PAEC E.C. Program) continues to provide social workgroups for the children in the early childhood classrooms. Group topics covered include: Feelings; Dressing Skills; and Sensory Play Activities (i.e., playing with homemade snow; etc.). Ms. Carlos has also facilitated 2 parent groups and covered the topic of Tips to Improve Pre-Academic Skills at Home.
7. Ms. Kenya Docken, LCSW (PAEC School Social Worker-Hillside School) continues to facilitate 5th, 6th, and 7th-grade social work groups. Currently, Ms. Dockens is covering the following group topics: 5th Grade Retreat is focusing on Building Relationships; 6th grade is focusing on Coping Skills; and 7th Grade is focusing on Empathy, Kindness, and Cultural Awareness.
8. Ms. Lisa Pirrello, LCSW (PAEC LEAD School Social Worker) collaborated with the PAEC School Social Work Crisis Committee and Mr. Evan Whitehead, to decide how to best support Lindop School during their loss of a beloved staff member. Additionally, Ms. Pirrello and the PAEC School Social Work In-Service Committee have been contacting various prospective speakers for the 2022-23 school year. Tentative Topics are as follows: Ethics & School Social Work; Sensory Play Therapy; Utilizing Yoga, Cultural Competency in School Social Work; Tapping and Relaxation in School Social Work Sessions; Suicide Risk Assessment; and Social Work & the Law. Additionally, Ms. Pirrello facilitated the PAEC School Social Work Department meeting on Jan. 21, 2022; Mr. Keith Harris, LCSW did a presentation on "Therapeutic Crisis Intervention".
9. The next PAEC School Social Work Dept. In-Service Training will be:
 - Date: Friday, March 11, 2022
 - Time: 1:30 pm-3:00 pm - VIRTUAL
 - Topic: Accepting Your Anxiety Monster: Learning How to Use ACT with Anxiety
 - Speaker: Ms. Christine Hanley, Linden Oaks

PAEC Speech/Language Department

- Abigail Avery, CF-SLP has joined the D88 Lincoln Primary team from the agency, Select Savvy.

- SLP, Ana Hernandez, D88 Grant Elementary put in her resignation. The lead SLP hired a new bilingual (Spanish) SLP, Liliana (Lili) Herrera for the role from The Stepping Stones Group.
- The S/L Department has an upcoming department meeting on February 1st, 2022.
- Libby Farrell has transitioned to the role of .8 AT SLP for the departments. Caseloads and classroom assignments have been moved around to accommodate this change.

PAEC Special Olympics

January was a busy month for PAEC Special Olympics Basketball. We started off with a few great practices followed by the district tournaments in Cicero and Algonquin on January 16th. The PAEC Tigers played 2 games vs. U-46 Blue Stars and LWSAR winning both in convincing fashion and qualifying for the state tournament in March. The Pacers and the Bulldogs also played in their tournament in Cicero on January 16th. The Pacers first game was against Leyden High School, they played extremely hard but fell with a score of 17-30. In the second game, they bounced back winning 46-20 vs. Willowbrook High School and taking 3rd place in the tournament. The Bulldogs only played one game due to a team in their division pulling out. The Bulldogs faced off against Lyons Township High School and battled all game. Going up by 1 26-25 with 11 seconds to go. But Lyons wasn't finished, making a last-second shot to beat the Bulldogs 27-26. The Bulldogs and the Pacers finished off their season with a pizza party at their last practice. Hotel accommodations have been made for the PAEC Tigers for their tournament on March 11th, 2022. We've stayed at the Parke Regency in Bloomington for the last 5 years and they continue to be great to us. They also give us rooms at a discounted rate. Plans are underway for activities for the student-athletes for the event. We look forward to a great showing at Illinois State University! Go Tigers!

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

VIII. BOARD CORRESPONDENCE

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 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, March 10, 2022. District #93 will be in charge of facilitating.

XI. ADJOURNMENT

Recommended Motion:

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

MJ/TL