

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
EXECUTIVE BOARD MEETING
PAEC CENTER – 9:00 AM
MARCH 14, 2024
AGENDA**

I. ROLL CALL (District #87 will be facilitating the meeting)

II. AUDIT PRESENTATION

Mr. Nick Cavaliere, Auditor from Baker Tilly, will provide an overview of the audit report. Also, each member district will receive copies of the audit.

III. APPROVAL OF EXECUTIVE BOARD MINUTES

Recommended Motion:

I moved to recommend to the Executive Board to approve the minutes of February 8, 2024 as presented.

IV. APPROVAL OF CONSENT AGENDA

A. Approval of Payroll

Confirmation of payroll (excluding required employer deduction)

**PAYROLL AGENDA
FEBRUARY 2024**

	GROSS <u>2/15/2024</u>	FICA <u>2/15/2024</u>	RETIREMENT <u>2/15/2024</u>	BENEFITS <u>2/15/2024</u>	TOTAL <u>2/15/2024</u>
Education Fund	\$ 494,673.39	\$ 20,525.90	\$ 13,066.52	\$92,669.14	\$ 620,934.95
Building Fund	\$ 15,996.36	\$ 1,217.51	\$ 644.65	\$2,798.29	\$ 20,656.81
TOTALS	\$ 510,669.75	\$ 21,743.41	\$ 13,711.17	\$ 95,467.43	\$ 641,591.76

	GROSS <u>2/29/2024</u>	FICA <u>2/29/2024</u>	RETIREMENT <u>2/29/2024</u>	BENEFITS <u>2/29/2024</u>	TOTAL <u>2/29/2024</u>
Education Fund	\$ 498,036.31	\$ 21,000.40	\$ 13,357.44	\$98,247.38	\$ 630,641.53
Building Fund	\$ 16,333.79	\$ 1,243.34	\$ 658.25	\$3,031.02	\$ 21,266.40
TOTALS	\$ 514,370.10	\$ 22,243.74	\$ 14,015.69	\$ 101,278.40	\$ 651,907.93

B. Approval of Bills

1. Payable P-Card Listing- Information is attached. (Voucher #1177)
2. Payable Listing-Information is attached. (Voucher #1175)
3. Payable Listing-Information is attached. (Voucher #1176)
4. Payable Listing Water Bill -Information is attached. (Voucher #1178)

C. Approval of Employment/Resignations/Terminations

Employment (*Salaries are prorated after the start of the school year*)

No new hires at this time.

Resignations

Nina Jaimes, (Agency) Speech Language Pathologist, District 209, effective 2/12/24

Jennifer Anne Metz, Speech Language Pathologist, position completed effective 3/12/24

Transfers

Fani Lee, Occupational Therapist, switch from .20 FTE to .80 FTE, PAEC High School, effective 2/1/24

Patrina Williamson, Perm Sub-Teacher (PAEC EC) to Student Teacher (PAEC Academy) effective 1/8/24

Rachellie Moreta, Agency Program Asst, switched to Agency 1:1 Program Asst, effective 2/5/24

Leah Strickland, 1:1 Program Asst. switched to Classroom Program Asst., effective 3/5/24

Terminations

Brenda Westmoreland, 1:1 Program Assistant, PAEC Center, effective 12/14/23

Charlotte Perry, 1:1 Program Assistant, District 87, effective 3/6/24

Recommended Motion:

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

V. OLD/UNFINISHED BUSINESS

VI. NEW BUSINESS

A. FMLA Requests

Ms. Trena Ellis, 1:1 Program Assistant has requested FMLA due to medical reasons. Ms. Ellis is requesting this leave to begin March 4, 2024 through May 15, 2024.

Recommended Motion:

I move to recommend to the Executive Board to approve the FMLA request for Ms. Trena Ellis beginning March 4, 2024 through May 15, 2024 which will be a block leave utilizing her available sick days during this leave as presented.

B. Contractual Agreements

1. Independent Contractor- Dr. Osama El-Shafie (Psychiatrist)-\$30 increase to \$1,030 per consultation/evaluation.

Recommended Motion:

I move to recommend to the Executive Board to approve the contractual agreement between Dr. Osama El-Shafie and Proviso Area for Exceptional Children which increased by \$30 to \$1,030 per consultation/ evaluation as presented.

B. Proposed PAEC 2024-2025 Calendar and Early Childhood Calendar

Recommended Motion:

I move to recommend to the Executive Board to approve the proposed 2024-2025 Calendar and Early Childhood Calendar as presented.

C. Device Recycling- see attached device summary

Recommended Motion:

I move to recommend to the Executive Board to approve the device recycling list as presented.

D. Retirement Resolution

Christine Webb (PAEC Early Childhood Teacher) will be retiring at the end of the 2024-2025 school year after 37 years of service.

Recommended Motion:

I move to recommend to the Executive Board to approve the Retirement Resolution of Ms. Christine Webb as presented.

VII. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

A. Current District Child Count 2023-2024

Information is attached.

B. Current Enrollment and Classroom Staffing Patterns 2023-2024

Information is attached.

C. Projected District Child Count 2024-2025

Information is attached.

D. Projected Enrollment and Classroom Staffing Patterns 2024-2025

Information is attached.

E. Transition Reports

1. PAEC Therapeutic Day Elementary- (9 students mainstreaming): Information is attached.
2. PAEC Therapeutic Day High School- (6 students mainstreaming): Information is attached.

F. Initial Referrals

Information is attached.

G. Police Reports

There were two police calls made during February from PAEC High School. There was also police involvement at both PAEC Academy and PAEC Center in February.

H. PAEC Activity Fund

Information is attached.

I. DuPage/West Cook Report

The 3rd Quarter Dupage/West Cook Board Briefs are attached in the packet.

J. PAEC Events

1. PAEC February Upcoming Events

2. PAEC February Employees of the Month

- Ana Hernandez- SLP
- LaToya Thomas-PE Teacher
- Michele Wolter- OT
- George Farsalas-Teacher
- Emily Adelson-Psychologist
- Janina Glodz-Maintenance
- Nicole Pena-Social Worker
- Claudia Carranza-Program Assistant
- Barbara Hurd-Program Assistant
- Sandy Hurt-Program Assistant
- Eunice Ayeh-Program Assistant
- Raul Garcia- Program Assistant
- June Thomas-Behavior Interventionist
- Trainette Lathan -Executive Administrative Assistant/Medicaid Coordinator

3. PAEC High School

- Black History Month Celebration
- Incentive Trip
- Pro League Game

4. PAEC Early Childhood Black History Art

5. PAEC Academy

- Bowling Trip
- Mardi Gras Day

6. PAEC Center Vocational/Transition Black History Celebration

K. Discipline Documentation for PAEC Staff out in the Districts

L. Sign-in/out forms in each of the District buildings for PAEC Staff

M. PAEC Administrative Department Updates

PAEC Technology Department

Main Number at DI / Academy

The IT department has found the issue causing DI / Academy's main number (708-236-5153) not to receive phone calls. 708-236-5153 is still under the AT&T system. Due to this, we are unable to edit or adjust 5153 under the new Comcast VoiceEdge system. We have submitted a LOA to Comcast for porting over 708-236-5153. **The request is still pending.**

Ticketing System

The IT Department has also launched our new Help Desk ticketing system.

We hope this will be a better way to communicate via tickets than email.

We can track each ticket history on staff, devices, and software/hardware troubleshooting. This also sets an SLA within a reasonable time.

Users can email helpdesk@paec803.gogenuity.com

or via the portal at https://paec803.gogenuity.com/open_ticket/workspaces/2030.

We continuously address help tickets in a timely manner.

PAEC Business Department- Dr. Paul Starck King- Interim CSBO/CFO

The Business Department is in the process of organizing the facilities committee.

PAEC Human Resources (HR) Department

- Completely onboarded 4 new hires (including new hire paperwork, benefits presentation, contract production): 1 direct, 2 agency, 1 graduate intern
- processed 1 termination (perm employee)
- processed 5 transfers
- was a part of Hiring Spreadsheet meeting
- participated in HR Network Meeting at West 40
- participated in Business Office Meeting
- processed 1 new FMLA cases
- managed 5 new Workers Comp cases

PAEC Buildings & Grounds Department

KCW replaced a coupling on a package unit in Elementary. Imperial Surveillance replaced the camera in the High School gym and repaired the burglar alarm window sensor at PAEC Center in room C12. Fullmer Lock installed door glass and window trim on the PAEC Center room B4 classroom door.

N. PAEC Program Updates

PAEC Academy at Divine Infants

PAEC Academy has had a busy month. ACCESS testing for the ELL students was conducted and completed. We are currently getting ready for IAR testing. Our in-service day was spent training on dyslexia and the tools readily available on the student chrome books. Teacher and program assistant evaluations are still taking place and should be completed within a week or two.

Celebrations that took place this month were: Black History Month; the Superbowl; Valentine's Day; and Mardi Gras. For Valentine's Day students were asked to guess the number of candies in a valentine cup. We had two cups, one with Starburst and one with M&M's. Students have asked if I can do it again for Easter.

We also went on our annual bowling trip to Hillside Bowl, which ties into our P.E. unit. The students did well and had a great time. When we returned to the building had a pizza party.

We are currently discussing class lists and staff for next year. We are also talking about our summer school plans, end-of-the-year activities, and graduation.

PAEC Early Childhood

February was a wonderful month of celebration in the Early Childhood program. The first two weeks of February the students' study units focused on kindness, friendship, and love.

Our social worker, Monette Carlos, organized a week of kindness activities and arranged a collection of

food and toiletries for Sarah's Inn, which is a domestic violence shelter, for all month long. It culminated with celebrations in all the classrooms on Valentine's Day. The children could bring small toys or treats to share with their classmates.

In the second half of the month, the students were introduced to various amazing African American inventors, musicians, and great achievers in honor of Black History Month. The following famous African Americans were celebrated: Mr. Alfred Craille, who invented the ice cream scoop; George Crum, who invented the potato chip; Charlie Parker, who is a famous jazz saxophonist; President Barack Obama, our first black president; Garrett Morgan, inventor of the stop light; Walter Sammons, the inventor of the comb.

On the day they studied each great achiever, the students participated in an activity related to the person. Therefore, they ate ice cream and potato chips for snacks, made a comb and a stoplight, sang songs about Barack Obama, and made a puppet. They played recorders along with music from Charlie Parker while he played some smooth jazz on his saxophone.

The weekly academic targets for February were the following:

COLORS: Brown, Yellow, Red
SHAPES: Diamond, Circle, Square

LETTERS: Q, E, J
NUMBERS: 6,7,8

PAEC Therapeutic Day Elementary School

The month of February was African-American History Month. The theme for the month was educating students about Historically Black Colleges and Universities. Each classroom introduced the students to an HBCU school and learned about the school's history, available majors, and notable alumni. The teachers used various ways to teach the students about HBCUs including videos and research. The classroom teams and students work together to decorate their doors with projects and information about the colleges.

The Cooperative Districts and PAEC Elementary continue to work together to transition their students back to their home schools. Students who are transitioning may start their day at their homeschool and come to PAEC Elementary for part of the day. Some students start their day at PAEC Elementary and transition to their homeschool to finish their day. The student's behavior and academics are monitored, and both teams work together to ensure the student's success.

The students are completing their Basketball season and are continuing to learn about teamwork. The students practice weekly to learn about the rules and new skills to play the game.

There were no time-outs, 3 physical restraints, and no police incidents for February.

PAEC Therapeutic Day High School

Academics:

We have completed our NWEA Map Winter Assessment with 9% growth and achievement for all grade levels. Dr. Bujalka already applied for the student's accommodations for the PSAT/SAT, which will begin in April. The students celebrated Officer Bolden from the Maywood Police Department for setting up a sweep with the dogs from Cook County. The sweep was a success, and no paraphernalia was found. Black History Month by educating others on their assigned African American Female Entrepreneur. Thank you, Governing Board member, Ms. Clark-Smith, for coming out to see all the presentations. I want to give a big shout-out to all the judges from PLCCA and the in-house PAEC staff who came and supported our students. They appreciated the input, along with great words of encouragement from all of our visitors.

Activities

ProLeague basketball season happens every Friday. Coach Piagnarelli and Glasper have reported that the students displayed excellent sportsmanship on and off the court. All the students are excited that we are now entering basketball season. On February 14, nineteen students attend the Loyola Men's Basketball Game. We appreciate Loyola's Office of Neighborhood Initiatives for the transportation, tickets, and meals that were provided for this event..

The comfort dogs came on February 5, 2024, and the students enjoyed their visit.

Transitioning Students

Currently, we have three students attending half-day mainstream at Proviso East and two students at Proviso West.

Physical Management	2
Police Calls	2
Restorative Meeting	5

23-24 Current Enrollment

58 Students

PAEC Therapeutic Day High School Vocational Program Updates

Mr. Loving has been working with his new hires and existing employees. There are a total of four student employees training at Firehouse Subs on Monday, Wednesday, and Thursday from 10 am to noon or from 12:15 pm to 2:00 pm. Mr. Loving supports them on-site.

Six students from Ms. Jones’s class go to the Garden Inn Hilton for work experience on Monday and Thursday. The after-school custodial program runs from 2:45 pm to 4:00 pm and has nine students overseen by Mr. Loving and three additional staff members. The financial literacy course runs every Wednesday at 10 am and has four students enrolled and regularly attending. The start date was February 14th, 2024.

Ms. Maloley transitioned into the vocational counselor position. She has been developing and assessing the student's transition plans with the Casey Life Skills Assessment. There are 22 students enrolled in credit recovery classes through Apex that Ms. Maloley oversees to assist when needed for course completion. Ms. Maloley meets with students for job assistance on applications. She meets with approximately four to eight students weekly for job readiness training, application completion, and interview skills. Currently, we have ten students in the workforce outside of PAEC and ten to twelve seeking employment.

PAEC Center School

This month encapsulated themes the students could relate readily to.

Groundhog Day started the month out with the students learning about weather, sunrise, and shadows mixed with the fun of the groundhog not seeing his shadow and ensuring an early Spring.

Super Bowl predictions were on the walls where the students could vote for their favorite team.

Valentine’s Day was next. The topics of love, friendship, and sharing were rampant in the classroom, and the students enjoyed the lessons and the treats during that part of the day.

Black History Month was evident throughout the month! Famous musicians, inventors, sports heroes, and storytellers were represented on the school walls. Proviso East students had a Black History Art Event in which the students painted pictures, made instruments, and created presentations of famous black historical figures. The Proviso East choir also sang during this time.

At PAEC Center, our Black History Fair was centered around famous black sports players. We even have an in-house former White Sox player, our very own Mr. Michael Woodward! All of the presentations were creative and interesting.

At PAEC transition, Black History Month was celebrated on the 29th. Students decorated the classroom in red, black, and green to represent the colors of the African flag.

PAEC Center Vocational Program/Transition Program:

We currently have 5 students employed competitively. Unemployed students are directed to apply for competitive employment online, in person, or direct contact with employers. These students are monitored by the Vocational Coordinator or Transition Staff via in-person, one-on-one meets, emails, and/or text messaging. When students apply for competitive employment independently, they are instructed to send me 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	The Pearl of Hillside	14 hours per week	Activity Aid
2	Jewel	20 hours	Bagger/Stocker
3	White Castle	16-20 hrs per week	Stocker/Maintenance
4	Food4Less	15-20 hrs per week	Courtesy Clerk
5	Goodwill	15-20 hours per week	Store Clerk

Students have continued to volunteer this month for the 2023-24 school year. We are looking forward to increasing our volunteer sites as our staff increases. As of today, we are servicing 5 volunteer job sites, where students are being trained in job skills that will increase their job readiness skills.

We are training our enrolled students to complete job tasks, answer mock interview questions, complete mock job applications, and more. I have continued to set up individual meetings with these students. We are practicing mock interviews and completing mock applications, ensuring IDs have not expired or are renewed in a timely fashion. Some students are completing live applications, which we are currently waiting to hear from employers.

PAEC Behavior Intervention Team

The PAEC Behavior Intervention Team provides behavioral support and interventions to reduce undesired behaviors within the Proviso Township school districts.

Total number of PAEC Behavior Intervention Coaches: 15

Active: 15

Proviso East: 3

Proviso West: 4

District 87: 2

District 92: 0

Floating Coaches (PAEC Academy, District 88, District 93, District 87): 6 *As of February 1, 2024, Behavior Coach S. Rogers has returned to work.*

There were a total of 2 individual student referrals in February. - D87 Whittier

There were a total of 1 classroom referrals submitted in January. - D87 Whittier

District 803 -

PAEC Academy:

No support is needed at PAEC Academy at this time.

PAEC Center:

The Behavior Coordinator was informed by the PAEC Center Principal on 2/15 that a student in the K-2 Cross Categorical Adaptive program has required behavioral support due to his defiant and oppositional behavior. As of 2/21, the Coordinator began observing the student/classroom. The Coordinator will assign Coaches to assist the teacher with implementing the most appropriate and effective interventions for the classroom.

District 87 - Jefferson Primary | Sunnyside Intermediate | Whittier Primary | Riley Intermediate | Northlake Middle School | MacArthur Middle School

Jefferson:

The assigned Coach for a Special Ed classroom has transitioned out due to much improvement of the initially referred student. Coaches are available when asked to support the classroom due to the absence of 1:1 staff. The Coordinator continues to work with Coaches to modify techniques and interventions that are not successful.

The 2nd-grade student has been assigned to a Coach who has an already established rapport with the student. Coach expresses that the teacher and he are working together to create an individualized plan for the student, including visual reminders on the desk, appropriate reset moments, and a token economy system.

Whittier Primary:

The first-grade student's interventions continue to consist of consistent verbal praise, incentives, and opportunities to teach the class to reduce negative behaviors. The coach also continues to remind the teacher to incorporate expectations for the entire class, and they are in the process of creating a calming center for the referred student.

A kindergarten student was referred in February due to issues concerning attention-seeking behavior, refusal to do work, and inappropriate behaviors during transitions. The Coordinator has completed initial observations and will assign a coach ASAP.

A second-grade student was referred in February due to his difficulty following directions in the classroom and lack of respect for the teacher. A Coach has been assigned to the classroom to support the teacher in reducing the behaviors. The student is currently working on controlling his impulses by raising his hand before speaking and respectfully asking for breaks during appropriate times.

A classroom referral was also made in February to support the entire second-grade classroom due to the lack of structure. The Coach has begun working with the teacher to consistently review class expectations and implement an effective transition during each instructional teaching moment.

District 92 - Lindop School

No referral was made.

District 88 - Lincoln Primary | Grant Primary | Grant Elementary | Lincoln Elementary | McKinley Elementary | Marshall Elementary | Roosevelt Middle School

Lincoln Elem:

Two Coaches continue working with three third-grade students who were referred. Coaches are working in tandem with Teachers to eliminate extreme behaviors of attention seeking and feeding into negative behaviors.

A Coach has been assigned to the first-grade student/classroom to reduce defiance and increase a structured classroom environment. The teacher has improved with setting expectations, implementing a token economy system with Lincoln bucks, and changing students' seats to reduce negative behavior. The Coordinator will begin observing a 5th-grade student who was referred before Thanksgiving break. The student has exhibited extreme negative behavior, including physical altercations between peers and staff. The student has been suspended 20 times and continues to make verbal threats (promises) to

staff.

McKinley Elem:

No referrals made.

Thurgood Marshall Elem:

Two Coaches continue to work within a SPED classroom that was referred in September. The Teacher and administrators are pleased with the reduction of disruptive behaviors based on interventions implemented (positive verbal praise, positive reinforcement, token economy system, minor punishment reinforcement methods, reciting class expectations, smoother transitions, and implementing dance breaks). The Coaches continue to monitor the behavior due to a new student transitioning into the classroom.

District 93 - Hillside Elementary

The two coaches who were assigned to work in the EC classroom with one student and implement a classroom management approach will continue to work with this class one day per week (Monday) per the principal and teacher's request.

The first-grade student who was referred has been assigned by a Coach to assist with reducing defiant behaviors. The Coach has implemented a plan for the student to maintain raising her hand before speaking and incorporating SEL skills.

District 209 - Proviso East High School | Proviso West High School | Proviso Mathematics and Science Academy

There are 7 Behavior Interventionists assigned to 209; 3 are assigned to East and 4 to West. Interventionists are all assigned to grade level Principals based on the needs of the school, which consists of peer mediation, covering in the RESET room, assisting Principals with curating a list of students with failing grades, assisting Principals with information regarding altercations between students, passing out tardy passes, and maintaining rapport with students to reduce negative behaviors schoolwide.

PAEC OT/PT Department

Activities of the department:

1. The AT Team continues to conduct SETT meetings to develop appropriate assistive technology to address the educational needs of their struggling students.
2. The orthotic clinic was canceled for the month of February.
3. The OT/PT/AT Lead and SLP Lead met with representatives from Spotter on 02-01-24 to discuss the performance of currently contracted therapists.
4. The OT/PT/AT Lead and PAEC OTs attended an inservice webinar for How to Create Sensory Spaces for Self Regulation on 2-06-24 sponsored by Fun & Function.
5. The AT Team attended a staff meeting on 2-07-24 in-person with virtual link available from 8:30 AM - 9:30 AM.
6. On 2-07-24, the Lead SLP and Lead OT/PT/AT met with Autism Consultant Marrea Winnega, to discuss collaboration and improved communication of recommendations made during observations in the classroom.
7. The OT/PT Department attended an in-person staff meeting on 2-08-24 with a virtual link available from 11:30 am - 1:00 pm.
8. The OT/PT/AT Department attended an in-service on 2-09-24 at PAEC Center titled Neurodiversity and Communication from 10:30 AM - 11:30 AM given by the Speech and Language Department.

9. The OT/PT/AT Lead attended the Prom Committee Meeting in person on 2-09-24 from 12:30 PM - 3:00 PM & via Google Meet on 2-23-24 from 8:00 AM - 8:30 AM.
10. The OT/PT/AT Lead and PAEC OTs attended an in-service webinar for How to Support and Track Student Progress on 2-14-24 sponsored by Fun & Function.
11. On 2-15-24, the Lead OT/PT/AT met with PAEC Center Cross Categorical Adaptive Teachers to discuss options for equipment for turning the PAEC Center B Pod into a more sensory exploration for students.
12. Several PAEC OTs and PTs attended the all-day StarNet training provided by Toni Linder on The Art of Play Facilitation on 2-20-24 & 2-21-24 to increase knowledge and improve facilitation of Transdisciplinary Play Based Assessments.
13. The OT/PT/AT Lead and PAEC Principals met with the Game Time representative on 2-20-24 to discuss options of building a new playground for PAEC Center, PAEC Elementary, and PAEC Early Childhood.
14. Our AT Team has helped run the Wheelchair Clinic at PAEC Center on 2-21-24 with Christopher Tomlinson, the AT Rep from Numotion.
15. On 2-21-24, the OT/PT/AT Lead and several OTs attended a virtual webinar on Google Read & Write, discussing the tools and nuances of the program with the Texthelp Representative.
16. On 2-29-24, the OT/PT/AT Lead and several OTs and PTs met with the PAEC Center Principal and Assistant Principal from 11:30 AM to 12:30 PM to discuss new procedures and the safety of performing door duty for when students enter and exit the PAEC Center building at the beginning and end of the day.
17. Some equipment that came in February included Timers, Body Socks, Glassouse Bite Switch, & Vibrating Teethers for oral motor input. See the pictures below.



PAEC Psychology Department

Ms. Emily Adelson and Dr. Michael Cermak attended the Illinois School Psychologist Association Job Placement Bureau in Bloomington. 6 candidates for the internship were interviewed, and 2 candidates for full-time employment. Dr. Cermak is currently conducting follow-up interviews.

Ms. Dayle Ashley-Harding and Ms. Alison Zdarsky, PAEC intern, attended a STARNet play-based assessment in-person training on February 20-21. Toni Linder conducted this training and went over updates to the play-based assessment protocol.

Dr. Michael Cermak and Ms. Alison Zdarsky attended the NASP Conference in New Orleans from February 14-17. Sessions attended focused on addressing the shortage of school psychologists, best practices in reading assessment for bilingual students, a legal issues update, and providing positive masculinity for adolescents from minoritized backgrounds. Dr. Cermak and Ms. Zdarsky will share slides and information at the March psych department meeting.

Ms. Emily Grausam, a school psychology practicum student from The Chicago School, gave birth to a healthy and happy baby boy, Lincoln on February 19th!

PAEC Social Work Department

1. Ms. Lindsey Holsten, L.C.S.W., R.P.T., Ms. Niane Serrano, M.S.W. (PAEC School Social Workers-PAEC Elementary School), and Mr. Dominic Thomas (Social Work Intern) continue to utilize the Second Step Curriculum for their classroom social work groups, as well as provide various forms of assistance to families they serve. Ms. Holsten has been helping newly registered students get acclimated to the PAEC Elementary Program, as well as connecting with outside agencies for students currently hospitalized. Ms. Serrano continues to facilitate the Younger Student Incentive Program, whereby students receive a ticket for following staff directives. At the end of the week, the student with the most tickets earns a prize.
2. Ms. Monette Carlos, L.C.S.W., R.P.T. (PAEC School Social Worker – PAEC Early Childhood Program), facilitated Kindness Month and was able to collect 2 big tubs of donated canned goods/non-perishable items, which will be donated to the Westchester Food Pantry and Sarah's Inn. Ms. Carlos has covered the following topics in the early childhood classroom groups: Love Emotion; practicing how we feel; listening skills, and following directions. In the individual social work sessions, students practice how to ask friends to play with them, share with others, learn to take turns, learn how to slow down their bodies, and learn how to count/breathe when upset. Additionally, Ms. Carlos, alongside the E.C. Physical Therapist, has organized the monthly birthday celebrations for the E.C. Sunshine Club. During February, they coordinated a pink elephant game for the birthday celebrations.
3. Ms. Nicole Pena, M.S.W. (PAEC School Social Worker-PAEC Academy), has been facilitating small/whole classroom social work groups and individual social work for the students at PAEC Academy. Topics covered include: Black History Month, Good Sportsmanship, and Managing Emotions with Yoga. Ms. Pena continues to collaborate with speech/language therapists during certain social work group sessions. Additionally, Ms. Pena has worked with families in providing outside referrals for those students/families in crisis.
4. Ms. Anna Landmeier, L.C.S.W. (PAEC School Social Worker-PAEC Center School), has been meeting with the students on her caseload individually and/or in classroom groups. Topics covered during her social work sessions include: Icebreaker Activities; Get to Know You Bingo; Kindness Bingo; Valentine's Day Bingo; Self-Portrait-How You See Yourself/How You Think Others See You; My House-People that Support/Protect You; Personal Values; Coping Skills; Personal Goals; Identifying Things You Are Proud Of; This & That-A Game of Choices; I Spy Emotions; ABC's of Mindfulness; 5 Senses Grounding Techniques; Deep Breathing and Emotion Monsters. Additionally, Ms. Landmeier is working with the PAEC Building Special Events Committee is the planning and coordinating of the PAEC Center School Prom.
5. Ms. Donna Kuchera, M.S.W. (PAEC School Social Worker – Proviso West High School) continues to provide individual & small group school social work services to the freshmen students with special education needs and to students in the TST Program, as well as attending numerous annual review and re-evaluation meetings. Topics covered in social work sessions include: Substance Abuse; Emotional Regulation; Decreasing Absenteeism, Anger Management, and Coping strategies. Additionally, Ms. Kuchera has been providing drop-in social work services to various students in crisis, who are unable to locate their assigned school social worker or whose assigned social worker is unavailable due to a substitute teaching assignment.
6. Ms. Mandy Ross, L.C.S.W. and Ms. Diana Stephens, M.S.W., A.C.S.W., P.P.S.C. C.W.A. (PAEC School Social Workers –Proviso East High School) continue to provide individual/small group social work sessions to students on their caseload at Proviso East High School, as well as attending annual review and re-evaluation meetings. Ms. Ross has been facilitating a Lunch Bunch group for the high school juniors and provides drop-in support for the various general education students. Ms. Ross and Ms. Stephens attended 2 live webinars on best practices for FBA/BIP, as well as attended the Adult Mental Health First Aid Workshop. Ms. Stephens attends weekly meetings with the Freshman Team, and, together, they are working on an incentive to have more freshmen participate

in PLCCA Services. Additionally, Ms. Stephens has attended a collaborative meeting with DePaul and Rush on Success Over Stress Research Study. Ms. Ross and Ms. Stephens will be helping conduct risk assessments, while the research team does their screeners in recruiting participants.

7. Ms. Lisa Allen, L.C.S.W., Ms. Debby Bujalka, L.C.S.W., Ph.D. and Ms. Lisa Pirrello, L.C.S.W. (PAEC School Social Workers & PAEC Lead School Social Worker-PAEC High School Therapeutic Day School) and Mr. Dominic Thomas (social work intern) continue to provide support to students in crisis to minimize escalations and to provide individual/small group social work sessions covering the following topics: Regulation of Emotions; Substance Use/Abuse; Truancy; Implementing Coping Strategies; Avoiding Social Media Drama and Parental Outreach.
8. Ms. Lisa Pirrello, L.C.S.W., (PAEC Lead School Social Worker) hosted the LAN 60 meeting on Wednesday, February 21, 2024. Over 16 different community agencies attended and shared their unique resources available to schools, families, and students/children who reside within the Proviso Township Area. Ms. Pirrello has been collaborating with St. John's Lutheran Church in LaGrange, Illinois to arrange for Comfort Dog visits to occur at PAEC High School Therapeutic Day School, PAEC Elementary, and PAEC Early Childhood programs in late March/Early April 2024. Also, Ms. Pirrello is collaborating with PLCCA to implement a Substance Abuse Awareness Program for the PAEC High School Therapeutic Day School Program. There will be incentives built into the program to encourage students to consider the short and long-term effects of continuous substance use/abuse and how to commit to making better choices for themselves. Additionally, as acting President of the Illinois School Social Work Supervisors & Coordinators Council (ISSW-SCC), Ms. Pirrello will be chairing the ISSW-SCC's March 8, 2024 meeting.
9. Due to unforeseen circumstances, the PAEC Social Work Department's Professional Development Training on "Calming the Storm: Helping Students with Mood Disorders," which was to be held on February 23, 2024, has now been re-scheduled for Friday, May 3, 2024 from 10 am-1 pm.
10. The next PAEC School Social Work Department Meeting and In-Service Training is:
Date: Friday, April 26, 2024
Time: 10 am-1 pm
Topic: "Developing a Self-Care Plan"
Speaker: Sharon Bryant
Location: PAEC High School Conference Room

PAEC Speech/Language Department

- ❖ Nina Jaimes, contracted SLP who was serving at Proviso West resigned, as of February 12, 2024. We are welcoming back Antoinette Thompson, telepractice SLP, to fill this position. Antoinette is contracted through Spotter.
- ❖ The SLP Lead and OT/PT/AT Lead met with representatives from Spotter on February 1st to discuss the performance of currently contracted therapists.
- ❖ The D87 SLP group met on February 5th for the 3rd and final segment of our PLC discussion group regarding the book *Uniquely Human: A Different Way of Seeing Autism*. This book was chosen as part of our Neurodiversity Affirming focus and approaches to Autism services with the belief that neurodivergent brains are equal and valid and not broken or in need of repair. We don't aim to fix a person by eliminating symptoms but rather seek to understand the individual's experience and what underlies the behavior. The book encourages a strengths-based approach rather than a deficit-based approach.
- ❖ On February 7th, the Lead SLP and Lead OT/PT/AT met with Autism Consultant Marrea Winnega, to discuss collaboration and improved communication of recommendations made during observations in the classroom.
- ❖ The PAEC Center SLPs presented "Neurodiversity and Communication" to the PAEC Center staff on February 9th at the full-day in-service. The in-service was created and presented by Patricia Bejarano, Abby Avery, Nainee Jagad, Annie Koehler, Julia Lynch, Catlin Dewan, and Ann Coenen. Topics included reviewing the Communication Bill of Rights, defining neurodiversity and a

strength-based approach, accommodating neurodiverse students in the classroom, using total communication, and supporting the use of AAC in the classroom. The presentation was very well received and has already led to increased understanding and collaboration at PAEC Center.

- ❖ The Speech/Language department had a departmental meeting on February 13th from 12-1 in the PAEC Center Board Room.
- ❖ On February 13th, Contracted SLP, Ana Hernandez, presented “The Big Shift in Fluency: Updates in stuttering assessment and treatment and considerations for cluttering.” from 1-3 pm in the PAEC Center Board Room. Our SLPs benefited from this opportunity to learn more about the changing research on stuttering and the focus of treatment shifts to include an increased focus on acceptance and self-advocacy, as opposed to focusing on fluent speech as the goal.
- ❖ On February 20 and 21, several SLPs attended the StarNet training provided by Toni Linder on “The Art of Play Facilitation” to increase knowledge and improve facilitation of Transdisciplinary Play Based Assessments.

PAEC Special Olympics

Special Olympics soccer had its first practice on 2/20/2024. We currently have one high school team and one junior (PAEC Academy) team. We have 3 players who will be participating in Individual Skills. We have practice every Tuesday. We are currently working on the schedule of games. However, both teams will be competing in a tournament with local teams on 4/6/2024 and the state qualifying tournament on 5/5/2024.

VIII. 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.

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

A. Retirement Resolution Amendments

1. Lisa Allen (Social Worker) originally requested to retire in June 2028, but has reconsidered and will retire at the end of the 2023-2024 School Year.
2. Anne Nystrom (Teacher) was scheduled to retire June 1, 2024 and has requested to continue working.

Recommended Motion:

I move to recommend to the Executive Board to approve the Retirement Resolution Amendments of Ms. Lisa Allen and Ms. Anne Nystrom as presented.

B. Resolutions for Honorable Dismissal of PAEC Personnel

Recommended Motion:

I move to adopt the Resolutions Honorably Dismissing Educational Support Personnel: Kim Spearman, Matthew Graber, Udochi Nwoko, Ronia Bosley, Abraham Arce, Sonya Prater, Catherine Williams from Proviso Area for Exceptional Children as presented.

C. Resolutions for Dismissal of PAEC Personnel

1. Dismissal of Probationary Certified/Licensed Personnel

Recommended Motion:

I move to adopt the Resolution Dismissing the following Probationary Certified//Licensed Personnel: Peter LeGrand, and Wayne Peterson from Proviso Area for Exceptional Children as presented.

2. Dismissal of Educational Support Personnel

Recommended Motion:

I move to adopt the Resolution Dismissing Educational Support Personnel: Lynn Maloley, Willie Bryant, and Leah Strickland, from Proviso Area for Exceptional Children as presented.

X. BOARD CORRESPONDENCE

XI. NEXT MEETING

The next PAEC Executive Board meeting is scheduled for Thursday, April 11, 2024. District #88 will be facilitating the meeting.

XII. ADJOURNMENT

Recommended Motion:

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

MJ/TL