

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
EXECUTIVE BOARD MEETING
PAEC CENTER – 9:00 AM
APRIL 11, 2024
AGENDA**

I. ROLL CALL (District #88 will be facilitating the meeting)

II. APPROVAL OF EXECUTIVE BOARD MINUTES

Recommended Motion:

I moved to recommend to the Executive Board to approve the March 14, 2024 minutes, as presented.

III. APPROVAL OF CONSENT AGENDA

A. Approval of Payroll

Confirmation of payroll (excluding required employer deduction)

**PAYROLL AGENDA
MARCH 2024**

	GROSS 3/15/2024	FICA 3/15/2024	RETIREMENT 3/15/2024	BENEFITS 3/15/2024	TOTAL 3/15/2024
Education Fund	\$ 488,483.99	\$ 20,624.40	\$ 13,187.09	\$91,825.17	\$ 614,120.65
Building Fund	\$ 15,997.03	\$ 1,217.58	\$ 644.69	\$2,798.29	\$ 20,657.59
TOTALS	\$ 504,481.02	\$ 21,841.98	\$ 13,831.78	\$ 94,623.46	\$ 634,778.24

	GROSS 3/28/2024	FICA 3/28/2024	RETIREMENT 3/28/2024	BENEFITS 3/28/2024	TOTAL 3/28/2024
Education Fund	\$ 490,718.74	\$ 20,431.55	\$ 13,015.44	\$97,497.65	\$ 621,663.38
Building Fund	\$ 16,019.57	\$ 1,219.30	\$ 645.58	\$3,031.23	\$ 20,915.68
TOTALS	\$ 506,738.31	\$ 21,650.85	\$ 13,661.02	\$100,528.88	\$ 642,579.06

B. Approval of Bills

1. Payable P-Card Listing- Information is attached. (Voucher #1197)
2. Payable Listing-Information is attached. (Voucher #1194)
3. Payable Listing-Information is attached. (Voucher #1195)
4. Payable Listing Water Bill -Information is attached. (Voucher #1198)

C. Approval of Employment/Resignations/Terminations

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

Kaila Jefferson, 1:1 Program Assistant, PAEC Elementary, \$22,206, effective 4/2/24

Resignations

Jennifer Metz, SLP, Whittier, effective 3/12/24 (maternity leave coverage complete)

Laverne Triplett, 1:1 Program Asst (Agency), PAEC Center, effective 2/22/24

Sean Lewis, 1:1 Program Asst (Agency), PAEC Center, effective 3/21/24

Transfers

There were no transfers this month

Terminations

There were no terminations this month.

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.

IV. OLD/UNFINISHED BUSINESS

V. NEW BUSINESS

A. FMLA Requests

1. Mr. Matthew Graber, Permanent Sub-Teacher at PAEC High School, has requested FMLA due to personal reasons. Mr. Graber is requesting this leave to begin April 2, 2024 through May 29, 2024.

Recommended Motion:

I move to recommend to the Executive Board to approve the FMLA request for Mr. Matthew Graber beginning April 2, 2024 through May 29, 2024 which will be a block leave utilizing his available sick days during this leave as presented.

2. Ms. Belinda Perryman, Behavior Interventionist, has requested FMLA due to medical reasons. Ms. Berryman has requested this leave to begin March 14, 2024 through April 26, 2024.

Recommended Motion:

I move to recommend to the Executive Board to approve the FMLA request for Ms. Belinda Perryman beginning March 14, 2024, through April 26, 2024 which will be a block leave utilizing her available sick days during this leave as presented.

3. Ms. Jamie Cademartori, 1:1 Program Assistant at PAEC Center, has requested FMLA due to medical reasons. Ms. Cademartori is requesting this leave to begin May 1, 2024, through October 21, 2024.

Recommended Motion:

I move to recommend to the Executive Board to approve the FMLA request for Ms. Jamie Cademartori beginning May 1, 2024 through October 21, 2024, which will be a block leave utilizing her remaining available sick days for the 2023-2024 school year and NOT utilizing any replenished days of the 2024-2025 school year during this leave as presented.

B. Baker Tilly US, LLP

1. Audit Engagement Letter
2. PAEC School Employee Loss Fund (SELF)

Recommended Motion:

I move to recommend to the Executive Board to approve the Baker Tilly Audit Engagement Letter fee of \$55,600 for performing the audit and the PAEC School Employee Loss Fund (SELF) fee of \$800 as presented.

C. Contractual Agreements

1. Novo Staffing
 - Speech Language Pathologist- \$90-\$95
 - School Psychologist- \$95-\$100
 - Registered Nurse- 75-\$80
 - Board Certified Behavior Analyst- \$95-\$100
 - Registered Behavior Technician- \$65
 - Occupational Therapist-\$80-\$85
 - Physical Therapist-\$80-\$85
 - Social Worker-\$75-\$80
2. Joseph Vasilevski -Licensed Clinical Professional Counselor \$89.89 per hour for a total of 730 hours for the 2024-2025 year.

Recommended Motion:

I move to recommend to the Executive Board to approve the Contractual Rates for Novo Staffing and Contractual Agreement for Joseph Vasilevski (Licensed Clinical Professional Counselor) at a bill rate of \$89.89 per hour and Proviso Area for Exceptional Children as presented

D. Opt2Mized Networks Inc (Fiber Optics Upgrade)

The complete Fiber Optics Upgrade is \$312,551.09. Of that total, the cabling will cost \$146,975.00

Recommended Motion:

I move to recommend to the Executive Board to approve the Contractual Agreement between Opt2Mized Networks Inc. and Proviso Area for Exceptional Children for the Fiber Optics Upgrade, which costs \$312,551.09 as presented.

E. Playground Quotes- GameTime Playcore Company

Area A-Option 2 (With PIP) =\$299,654.38 for PAEC Center

Area B-PIP Option=\$70,106.49 for PAEC Early Childhood

Area C-Option 1 (Revised)=\$72,786.49 for PAEC Elementary

Recommended Motion:

I move to recommend to the Executive Board to approve the Playground Quote Agreements between GameTime(PlayCore Company) and Proviso Area for Exceptional Children for PAEC Center at \$299,654.38, PAEC Early Childhood at \$70,106.49, and PAEC Elementary at \$72,786.49 as presented.

F. PAEC ESY Proposed Program 2024

PAEC Proposed Extended School Year (Summer) Programs - 2024

Location: **PAEC Elementary School**
Dates: Friday, June 7, 2024 through Friday, June 28, 2024

<u>Program</u>	<u>Student Hours</u>	<u>Staff Hours</u>
Therapeutic Day Elem.	8:15 a.m. - 12:15 p.m.	8:00 a.m. - 12:30 p.m.
Early Childhood	8:45 a.m. - 11:45 a.m.	8:30 a.m. - 12:00 p.m.

Location: **PAEC High School**
Dates: Friday, June 7, 2024 through Friday, June 28, 2024

<u>Program</u>	<u>Student Hours</u>	<u>Staff Hours</u>
Therapeutic Day HS	8:15 a.m. - 12:15 p.m.	8:00 a.m. - 12:30 p.m.

Location: **PAEC Center**
Dates: Friday, June 7, 2024 through Friday, June 28, 2024

<u>Program</u>	<u>Student Hours</u>	<u>Staff Hours</u>
CC Functional (CCF)	8:15 a.m. - 12:15 p.m.	8:00 a.m. - 12:30 p.m.
CC Adaptive (CCA)		
Autism Spectrum		

Location: **PAEC Academy** ~ will be located at PAEC Elementary/High School
Dates: Friday, June 7, 2024 through Friday, June 28, 2024

<u>Program</u>	<u>Student Hours</u>	<u>Staff Hours</u>
CC Instructional (CCI)	8:15 a.m. - 12:15 p.m.	8:00 a.m. - 12:30 p.m.
Cross Categorical**	8:15 a.m. - 12:15 p.m.	8:00 a.m. - 12:30 p.m.

(**students that attend district programs during the regular school year)

Recommended Motion:

I move to recommend to the Executive Board to approve the Proposed ESY Calendar 2024 as presented.

VI. 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- (10 students mainstreaming): Information is attached.
2. PAEC Therapeutic Day High School- (5 students mainstreaming): Information is attached.
- F. Initial Referrals
Information is attached.
- G. Police Reports
There was one police call from PAEC High School in March.
- H. PAEC Activity Fund
Information is attached.
- I. DuPage/West Cook Report
- J. PAEC Events
1. April Upcoming Events
2. PAEC March 2024 Employee of the Month
- Catlin Dewan-SLP
 - Anthony Hartman-Teacher
 - Seoyoung Kim-OT
 - Angelo Rivera-Psychologist
 - Christine Webb-Teacher
 - Tania Didiw-Program Assistant
 - Catrina Clark-Program Assistant
 - Towanda Perkins-Accounts Payable/Purchasing Coordinator
 - Queenie Costas-Teacher
 - Lavell Rucker-Behavior Interventionist
 - Wesley Barber-Custodian
 - Donna Kuchera-Social Worker
 - Elizabeth Zeman-Brogan-Teacher
 - Alma Nofal-1:1 Paraprofessional
3. PAEC Academy
- Dental Visit 3/13/24
 - Green River Float Day
 - Egg Hunt
 - Visit to MSI
 - Toy Donations from Proviso Township & Walgreens (Kudos to Ms. Altieri for the connection)
4. Grand Canyon University Visits
- K. PAEC Graduation Dates
1. PAEC Center
- Transition: May 21, 2024 @ 1:00 PM
 - High School: May 22, 2023 @ 1:00 PM
 - Elementary: May 23, 2024 @ 1:00 PM

2. PAEC Academy: May 22, 2024 @ 10:00 AM
3. PAEC Elementary: May 22, 2024 @ 5:30 PM
4. PAEC High School: May 23, 2024 @ 5:30 PM

L. PAEC Administrative Department Updates

PAEC Technology Department

Main Number at DI / Academy

Still unable to resolve the issue with Comcast. We have now submitted a request to AT&T to forward all phone calls from 708-236-5153 to 708-498-6695 (school secretary). Pending

ESSER Funds

We are in the last steps to start the process of upgrading our network infrastructure. This includes but is not limited to installing all-new network equipment within the server room. Switches, PoE Switches, Wireless Access Points, Removing old ethernet cable & installing new ethernet cables to every classroom, SmartBoards (CCA, CCI, CCF & Academy). Also funding for new 9th Gen iPads for OTPT, SLP & PSYCH in a total of 24 iPads.

We continuously address help tickets promptly.

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

- Fund Balance Update
- Facilities Committee Update
- Food Service Bid
- EBC Renewal Rates

PAEC Human Resources (HR) Department

- Completely onboarded 1 new hire (including new hire paperwork, benefits presentation, contract production)
- Processed 3 terminations
- Processed 7 transfers
- Participated in Hiring Spreadsheet meeting
- Participated in HR Network Meeting at West 40 on 3/8/24
- Participated in Business Office Meeting
- Participated in EBC Final Renewal Meeting 3/20/24
- Processed 2 new FMLA cases
- Continuous management of a group of Workers Comp cases

PAEC Buildings & Grounds Department

KCW replaced a B&G circulation pump that failed at the High School. The pump circulates hot water through the entire building. Imperial Surveillance repaired the burglar alarm emergency exit sensor at PAEC Center in room C12. KCW repaired the package unit in room 128 at the High School. All air filters are scheduled to be replaced during spring break, and weed & feed will also be applied to the lawn.

M. PAEC Program Updates

PAEC Academy at Divine Infants

I am still working to add a few students to IAR. We will begin the testing when we return from Spring Break. Our numbers continue to increase for the fall. We are currently at 64 students.

Teacher and program assistant evaluations are completed except for the teacher summative evaluations. Teachers are handing in data on students. We will start those this week and continue in April when we return.

Imagine Theater Inc. presented "No Secrets" addressing appropriate and inappropriate touch. The group role-played different scenarios and then discussed them with the students. I feel the role-playing helped the students understand the message. Students were engaged and participated in the answer and question session of the presentation.

We are working on finishing the reevaluations for the school year. We also plan for Field Day, graduation, and our basketball championship within the building. For St. Patrick's Day, the students had Green River floats in the afternoon. Students and staff also wore green to celebrate ST. Patrick's Day. Ms. Pena (Social Worker) took a couple of the classrooms to the Museum of Science and Industry on Tuesday, 3/19/24. They enjoyed the trip, and all of them learned at least one thing about science. Our Easter Egg Hunt will take place on Wednesday 3/20/24. Raffle baskets will be sent home on Thursday, 3/21/24. We earned a total of \$541.00. Championship basketball will also take place on Thursday 3/21/24.

Happy Easter to you and your families!

PAEC Early Childhood

The month of March was short but fun for the Early Childhood program. The March themes in the EC program included Animals and the Weather and the introduction to the Spring season. The units within the themes included St. Patrick's Day and a short introduction to Easter vocabulary in case many students participate in egg hunts over the break. The vocabulary that was targeted included different states of the weather during spring, flowers, rainbows, leprechauns, the pot of gold, rabbits, and coloring eggs. The students ended the month by going on Easter egg hunts.

We also celebrated World Down Syndrome Day on March 21st. The students and staff came to school wearing silly socks, Blue and Yellow, or T-shirts to support the large and wonderful population diagnosed with Down Syndrome. Our Social Worker, Monette Carlos, took a box of donations to Sarah's Domestic Violence shelter.

The academic targets for March were the following:

First week was a review of:
COLORS: Brown, Yellow, Red
SHAPES: Diamond, Circle, Square
LETTERS: Q, E, J and 6,7,8

The second and third weeks they studied:
COLORS: Blue and Green
SHAPES: Triangle and Rectangle
LETTERS: X and Y
NUMBERS: 9 and 10

PAEC Therapeutic Day Elementary School

March is the start of the spring season. It is also a very busy learning month. March is Women's History Month and the students spent time learning about the impact of women in history. In Social Studies students are working on the Illinois Constitution, Western African Empires, and Atlantic Revolutions. The primary grades are working on skip counting and fractions in math. The students are preparing to take IAR testing in April.

The students participated in the state-mandated Erinn's Law presentation to educate them about staying safe.

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 getting ready to start their outdoor spring Soccer season. They are excited to learn about the sport and really enjoy all of the running they get to do.

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

PAEC Therapeutic Day High School

Academics

The Third Quarter ended successfully on March 22, 2024. We began the process of preparing the computers for the PSAT/SAT that will be taken in April when we return from Spring Break. The PSAT/SAT Digital Test Window closes on Friday, April 26, 2024. Our Spring MAP Assessment will occur the last week of April. Cook County came back out on March 20, 2024, for their follow-up sweep with the

dogs. The sweep was a success, and no paraphernalia was found. We ended March with our Woman's Month Trivia Contest. Each classroom made a poster about their chosen woman explaining why this woman was influential. The contest was over the quotes that each class gave daily during March. Whichever student could recall the most quotes was entered into a McDonald's Gift Card raffle.

Activities

Thank you to PLCCA for coming out to help encourage our students to finish the quarter strong with a "C" or better in all their classes so they could participate in the one-hour PLCCA Basketball game right before we went on Spring Break.

Transitioning Students

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

Physical Management	0
Police/Ambulance Calls	1
Restorative Meeting	6

23-24 Current Enrollment

64 Students

PAEC Therapeutic Day High School Vocational Program

Updates

PAEC had a post-secondary option fair on Thursday, March 21, 2024. The students prepared questions and received information from Triton, KRA Corporation, and Lincoln Tech. Ms. Maloley meets with students for job assistance and work on applications. She meets with approximately six to ten students weekly for job readiness training, application completion, and interview skills. Currently, we have eleven students in the workforce outside of PAEC and twelve seeking employment. The financial literacy course runs every Wednesday morning with four to six students who have attended weekly. Ms. Maloley oversees the Apex Program to assist when needed for course completion. There are currently twenty-three students enrolled.

Four student employees are 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' class go to the Garden Inn Hilton for work experience on Monday and Thursday with Mr. Glasper, the Job Coach. The after-school custodial program has been running smoothly with six to nine students Monday through Thursday.

PAEC Center School

The month of March came in like a lamb and looks like it will be leaving like a lion! The students have been enjoying the unseasonably warm days!

ACCESS Testing has been completed. All test materials have been submitted back to the state!

Women's History Month is in March. The students have been preparing for the Women's History Fair, which will be held on March 20th.

We have been meeting bi-weekly to discuss and prepare for our Annual Prom being held at the Maywood Park District.

Green River Floats were a hit on March 18th! Students prepared and delivered to the classrooms.

Grand Canyon University was in session on Wednesday, March 20th. Staff members met with representatives; hopefully, more will attend classes soon.

On-going team meetings by CCA, CCF, and Autism are being held weekly.

Fastbridge testing and SANDI testing are starting. The end of the school year is looming!

Budget meetings have started to get ready for the upcoming school year.

Down Syndrome Awareness Day was on March 21st. Students and staff were encouraged to wear crazy socks and blue and yellow outfits.

The end of the 3rd quarter was March 22. All IEP quarterly updates are being prepared to send home to families.

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. The Vocational Coordinator or Transition Staff monitors these students via in-person, one-on-one meetings, emails, and/or text messaging. When students apply for competitive employment on their own, 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 volunteering 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 on 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 get 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 continues to provide 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: 2

Proviso West: 4

District 87: 2

District 92: 0

Floating Coaches (PAEC Academy, District 88, District 93, District 87): 7 As of March 7, 2024, N. Williams transferred from Proviso East to floating Behavior Coach.

In February, 0 individual student referrals and 0 classroom referrals were submitted.

District 803 -

PAEC Academy:

No support is needed at PAEC Academy at this time.

PAEC Center:

Behavior Coaches' assistance is no longer needed; they have transitioned out of the classroom.

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

Jefferson:

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 Behavior Coach assigned to the 2nd-grade student continues to work with the teacher on interventions, including visual reminders on the desk, appropriate reset moments, and a token economy system.

Whittier Primary:

First-grade students' 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. A Behavior Coach has been assigned to the student and will begin working with the teacher on appropriate interventions following spring break.

The second-grade student referral has been assigned to another classroom. The Assistant Principal expresses that his disruptive behavior has significantly reduced.

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 continued 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 Coach will be transitioning out of the classroom following spring break due to a reduction in disruptive behaviors among students.

A Behavior Coach was assigned to the 5th-grade student who has exhibited extreme negative behavior, including having physical altercations between peers and staff. The Coach works directly with the student, implementing an intervention based on monitoring his aggressive thoughts. School personnel expressed that they are seeing a reduction in aggressive outbursts.

McKinley Elem:

No referrals made. However, the Assistant Principal has reached out to the Behavior Coach requesting classroom support for a Teacher who will be on maternity leave soon. The Behavior Coach will transition into the classroom following spring break.

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 Behavior Coaches assigned to the EC classroom have transitioned out.

The Behavior Coach has worked directly with the second-grade student on reducing impulsive and defiant behaviors by creating an individualized reward system, with a focus on raising her hand before speaking and independently asking for breaks when she is overwhelmed. The Coach also works with the art and music teacher on how to implement interventions as well.

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

There are currently a total of 6 Behavior Interventionists assigned to 209; 2 are assigned to East and 4 assigned 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.

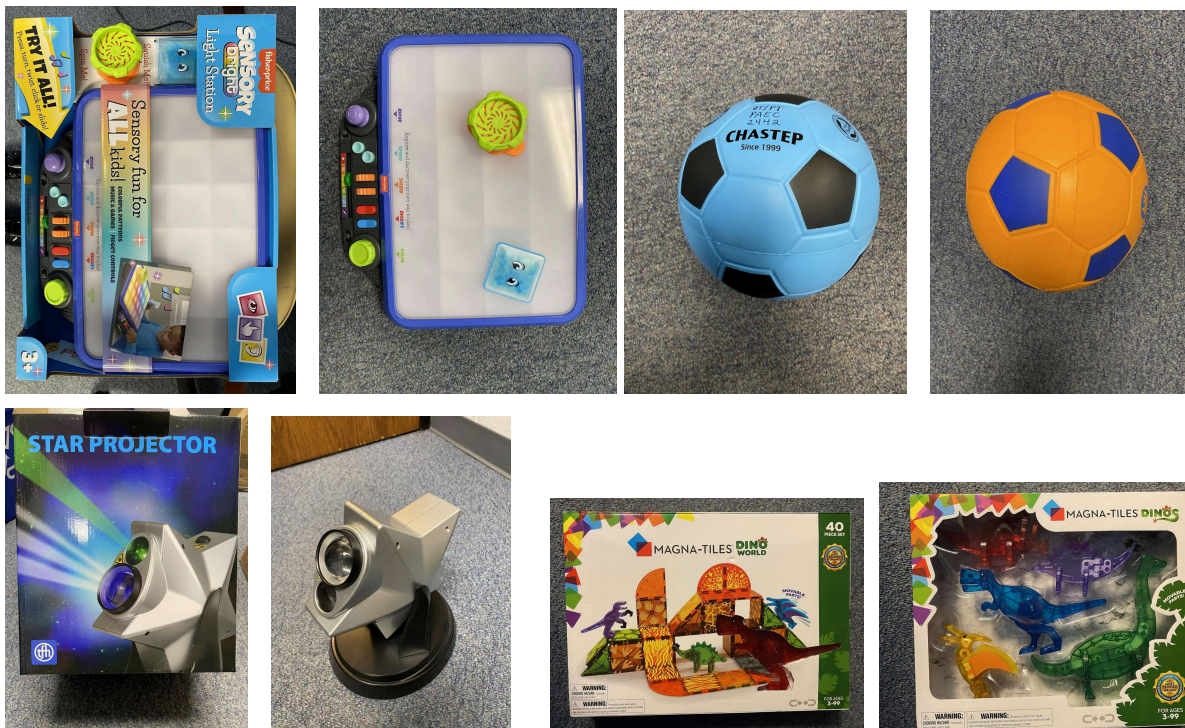
PAEC OT/PT Department

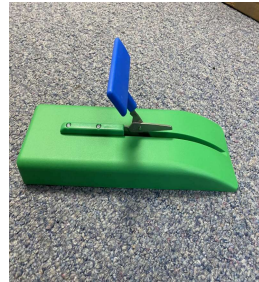
Activities of the department:

1. The AT Team continues to conduct SETT meetings to develop appropriate assistive technology to address the educational needs of their struggling students, including students' placements outside the cooperative.
2. The AT Team attended a staff meeting on 3-06-24 in person and via Zoom from 8:30 AM - 9:30 AM.
3. The Lead OT/PT/AT attended a budget meeting with the PAEC management team on 3-07-24 from 2:00 PM -3:30 PM to discuss preparations for making the 2024-25 Budgets.
4. On 3-12-24, the AT Team met with the Director of Student Services, Ms. Banks, from District 88 to discuss plans for having in-services in the 2024-25 school year on Assistive Technology via Google Meet from 12:00 PM - 1:00 PM.
5. The Lead OT/PT/AT and the AT SLP attended the virtual in-service: AT in the IEP: Creating

Strength-based IEPs for learners who are AAC users Part 1 from 3:30 PM - 4:30 PM on 3-13-24.

6. The Lead OT/PT/AT continues participating in the Prom Committee Meeting for PAEC Center on 3-08-24 & 3-21-24 via Google Meets from 8:00 - 8:30 AM..
7. The OT/PT Department attended a staff meeting on 3-14-24 in person and via Zoom from 11:30 am - 3:00 pm in the PAEC Center Board Room. This meeting included an in-service called SOSI-M and the COP-R presented by Carol Del Raso, OTR/L, and Faith Johnson, MOT, OTR/L from 1:00 PM to 3:00 PM.
8. The Lead OT/PT/AT attended an Administrative Staff meeting on 3-15-24 from 1:00 - 3:00 pm.
9. The Lead OT/PT/AT attended an in-service virtually on 3-20-24 from 2:00 PM - 3:00 PM on seat elevation coverage for adults and pediatric clients who use manual and power wheelchairs titled: Get Ready to Provide Power Seat Elevation to your Medicare Clients Effective 4-01-2024.
10. On 3-22-24, the OT/PT/AT Lead and several OTs attended a virtual webinar on Google Read & Write, where they discussed in depth the tools and nuances of the program with the Texthelp Representative.
11. There were no Clinics this month for Wheelchairs and Orthotics due to Spring Break schedules.
12. The OT/PT/AT Lead is currently working on budgeting and FTEs for staff for the next school year.
13. Some equipment that came in the last couple of months that was ordered were Sensory Brite, soccer balls, Star Projector (PAEC Elementary Sensory Room), Magna Tiles, Aura Projector (PAEC Academy Sensory Room), tabletop scissors, and the Peek-A-Boo Tunnel. See pictures below





PAEC Psychology Department

Ms. Emily Adelson and Dr. Michael Cermak attended the ISPA Annual Virtual Convention on March 14 and 15. They attended sessions regarding communicating evaluation findings to students and families, supporting students with ADHD, understandably analyzing student assessment data, the impact of AI/VR on school psychology, and legal updates regarding behavioral support. Slides and resources from these sessions will be shared with the psychology department at the next psych meeting.

Ms. Dayle Ashley-Harding attended a TPBA training by Toni Linder. There will be a TPBA-4 assessment update released in 2024 with updated tables and other assessment tools. Ms. Ashley-Harding will share information with the psychology department.

Dr. Michael Cermak accepted Annamaria Iarppino, a graduate student from The Chicago School of Professional Psychology as the full-time school psychology intern from the 2024-2025 school year. Ms. Iarppino will work throughout the cooperative to learn how to provide school psychology services in various settings.

PAEC Social Work Department

1. Ms. Lisa Allen, LCSW (PAEC School Social Worker-PAEC High School Therapeutic Day School) has requested to retire at the end of the 2023-2024 school year.
2. Ms. Lisa Pirrello, LCSW (PAEC Lead School Social Worker), Ms. Donna Kuchera, MSW (PAEC School Social Worker-Proviso West High School), and Ms. Mandy Ross, LCSW (PAEC School Social Worker-Proviso East High School), assisted Dist. 92-Lindop School with facilitating Suicide Screenings during the implementation of Elyssa's mission at Lindop School.
3. Ms. Nicole Pena, MSW (PAEC School Social Worker-PAEC Academy), has facilitated small/whole classroom groups and individual sessions. She has focused on the following topics: identifying emotions, coping strategies/emotions charades, and learning to paint your emotions. Periodically, Ms. Pena has collaborated and facilitated student groups with other related service personnel (i.e., SLP and OT). Additionally, Ms. Pena organized and facilitated a student field trip to the Museum of Science and Industry and provided PAEC Academy parents/guardians with referrals to the Proviso Township Mental Health Commission and Proviso Township Youth Services when the needs arise.
4. Ms. Dianna Stephens, LCSW, and Ms. Mandy Ross, LCSW (PAEC School Social Workers-Proviso East High School) continue to provide social work services to the students on their caseload and continue to develop strategies to increase student attendance and promote more student engagement in after school programs available through PLCCA that would benefit the students socially, emotionally and academically. Ms. Stephens continues to collaborate with the 9th-grade

team to discuss how freshman students are on track, those receiving failing grades, how students are currently being supported, and how their progress is being monitored. How to best reward and recognize student successes has also been discussed. Ms. Ross continues to facilitate the Junior Lunch Bunch Group while, also providing drop-in support for various general education students in need. Additionally, Ms. Ross collaborates with case managers, teachers, and the Proviso East School Social Workers to discuss best practices.

5. Ms. Monette Carlos-Barnes (PAEC School Worker-PAEC E.C. Program) has been working with the children in her social skills group on the following topics: listening skills and playing with others. Ms. Carlos also, had dropped off donations from the E.C. program's Kindness Month food drive to the Westchester Food Pantry and had her picture posted on the Westchester Food Pantry's Facebook page. Ms. Carlos assisted the PAEC E.C. Program with Down Syndrome Awareness on March 21, 2024.
6. Ms. Lindsey Holsten, LCSW, Ms. Niane Serrano, MSW, and Mr. Dominic Thomas (PAEC School Social Workers and Social Work Intern-PAEC Elementary) continue to provide individual/small group social work sessions to the PAEC Elementary Students, incorporating good sportsmanship, dealing with angry feelings, utilizing mindfulness, as well as exercise/sports to manage emotions during social skills groups. Both social workers and social work interns continually contact parents to address care coordination and to provide additional resource information for parents to consider.
7. Ms. Lisa Pirrello, LCSW, Ms. Debbie Bujalka, LCSW Ph.D. , Ms. Lisa Allen, LCSW, and Mr. Dominic Thomas (PAEC School Social Workers-PAEC High School Therapeutic Day School and School Social Work Intern) continue to provide social work services to the students on their caseload and have been working with the students on the following: accountability for behaviors/actions, self-awareness skills, health boundaries, conflict resolution, consequences of drug/alcohol use/abuse and utilizing community resources.
8. Ms. Jill Collins, MSW, and Ms. Anna Landmeier, LCSW (PAEC School Social Workers-PAEC Center School) continue to work with the Answer Inc., Bullying Prevention Program at PAEC Center School. Additionally, both social workers have been participating in coordinating and planning the upcoming PAEC Center Prom and Graduation Ceremony and have collaborated with the PAEC Center teachers in creating classroom management plans or coverage needs due to staff shortages. Ms. Landmeier has been covering the following topics in her classroom social work groups: Describe a Scene, Emotions Jeopardy, Name Game: Mindful and Social Activity, The ABCs of Gratitude: My Gratitude Jar, Organize the Room, Healthy Eating Bingo, Strengths Exploration and Mindfulness/Yoga.
9. Ms. Kenya Dockens (PAEC School Social Worker-Hillside School) continues to provide individual/small group social work sessions to the students at Hillside School. Additionally, during March, Ms. Dockens planned and coordinated the Erin's Law Presentation for grades K-5 provided by Pillars Community Health.
10. Ms. Lisa Pirrello, L.C.S.W., (PAEC Lead School Social Worker) scheduled, facilitated, and completed the PAEC School Social Worker Portfolio-Individual Growth Plan meetings, occurring during Semester II, as well as the Summative Evaluation Review meetings for those PAEC School Social Workers who were identified to be evaluated during the 2023-24 School Year. Ms. Pirrello attended an Administrator's Academy Training on "Interpersonal & Team Communication Skills for School Administrators" on March 20, 2023. Additionally, Ms. Pirrello and Ms. Monette Carlos collaboratively planned, scheduled, and helped facilitate the "Imagination Theatre" at Erin's Law Student Assembly on Friday, March 15, 2024. PAEC High School, PAEC Elementary. PAEC Early Childhood and PAEC Center students attended the assemblies throughout the school day. PAEC Academy students attended the Imagination Theatre Erin's Law Assembly at their school on Friday, March 1, 2024. Opt-out letters were sent home to parents prior to the events.
11. The next PAEC School Social Work Department Meeting and In-Service is scheduled:
Date: Friday, April 26, 2024
Time: 10 am-1:30 pm

Topic: Developing a Self-Care Plan
Location: PAEC High School Conference Room
Speaker: Ms. Sharon Bryant

Time: 2:00 pm-3:00 pm
Topic: PAEC School Social Work Dept. Meeting

PAEC Speech/Language Department

- The Lead SLP attended the Northern IL Speech/Language Coordinators meeting on Friday, March 15th. Topics discussed included updates from the ISHA convention, how to handle CF clinicians who do not seem prepared for independent clinical practice, Professional development opportunities, and more.
- The PAEC management team had a meeting on March 15th.
- The Lead SLP is collecting information from SLPs regarding workload/caseload analysis to begin planning for the 2024-2025 school year.

PAEC Special Olympics

Soccer practice is in full swing. Our high school team had a game vs. Hinsdale South HS on 3/19 at the PAEC HS gym. There was a great turnout of families to cheer on the team. They lost 7-9 after a very action-packed, evenly-matched game. The high school and Academy teams will travel to St. Charles on 4/6 to play in a tournament with local teams. On 4/16, the High School and Academy teams will travel to Northbrook to play Cove School. Practice will continue for all of the teams and individual skills participants on the off Tuesdays in preparation for the state qualifying tournament on 5/5.

VII. 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.

Recommended Motion:

I move to reconvene into Open Session at _____ AM as presented.

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

A. Retirement Resolution Amendment

Derrick Loving (PAEC High School Program Assistant/Vocational Coordinator) originally requested to retire in June 2028, but has reconsidered and will retire at the end of the 2025 School Year. The incentive will also be amended.

Recommended Motion:

I move to recommend to the Executive Board to approve the Retirement Resolution Amendment of Mr. Derrick Loving as presented.

IX. BOARD CORRESPONDENCE

X. NEXT MEETING

The next PAEC Executive Board meeting is scheduled for Thursday, May 9, 2024. District #92 will be facilitating the meeting.

XI. ADJOURNMENT

Recommended Motion:

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

MJ/TL