

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
EXECUTIVE BOARD MEETING
PAEC CENTER AND ZOOM – 9:00 AM
SEPTEMBER 14, 2022
AGENDA**

I. ROLL CALL

II. APPROVAL OF EXECUTIVE BOARD MINUTES

Recommended Motion:

I moved to recommend to the Executive Board to approve the minutes of August 10, 2023, as presented.

III. APPROVAL OF CONSENT AGENDA

A. Approval of Payroll

Confirmation of payroll (excluding required employer deduction)

	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
	<u>8/14/2023</u>	<u>8/14/2023</u>	<u>8/14/2023</u>	<u>8/14/2023</u>	<u>8/14/2023</u>
Education Fund	\$82,483.29	\$3,487.70	\$3,192.85	\$12,489.90	\$101,653.74
Building Fund	<u>\$16,442.66</u>	<u>\$1,251.66</u>	<u>\$666.87</u>	<u>\$2,798.29</u>	<u>\$21,159.48</u>
TOTALS	\$98,925.95	\$4,739.36	\$3,859.72	\$15,288.19	\$122,813.22
	<u>GROSS</u>	<u>FICA</u>	<u>RETIREMENT</u>	<u>BENEFITS</u>	<u>TOTAL</u>
	<u>8/31/2023</u>	<u>8/31/2023</u>	<u>8/31/2023</u>	<u>8/31/2023</u>	<u>8/31/2023</u>
Education Fund	\$105,452.94	\$4,187.99	\$3,782.03	\$15,383.91	\$128,806.87
Building Fund	<u>\$16,708.45</u>	<u>\$1,272.00</u>	<u>\$680.14</u>	<u>\$2,998.68</u>	<u>\$21,659.27</u>
TOTALS	\$122,161.39	\$5,459.99	\$4,462.17	\$18,382.59	\$150,466.14

B. Approval of Bills

1. Payable P-CARD Listing information is attached. (Voucher #1053)
2. Payable Listing- Information is attached. (Voucher #1052)
3. Payable Listing- Information is attached. (Voucher #1051)

C. Approval of Employment/Resignations/Terminations

Employment:

Surena Haywood-Collins, 1:1 Program Asst., PAEC Center, \$21,704, effective 8/30/23
 Ronny Smith, Program Assistant, PAEC Center, 23,784, effective 9/11/23
 Courtney Hull, 1:1 Program Assistant, PAEC EC, \$21,704, effective 9/11/23

Resignations:

Kimberly Gomez, 1:1 Program Assistant, D209-West, Effective 8/28/23
 Donisha Coleman, Behavior Interventionist, East, effective 8/29/23
 Teary Burns, 1:1 Program Assistant, PAEC Center, effective 8/23/23
 Kim Serio, Program Assistant, PAEC Academy, effective 8/10/23
 Daniel Scully, Teacher, PAEC Center, effective 9/7/23

Transfers:

Sonya Prater, Perm Sub Teacher, PAEC Center, to Perm Sub Classroom Teacher, PAEC Center, effective 9/11/23.

Terminations:

None

Recommended Motion:

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

IV. OLD/UNFINISHED BUSINESS

None at this time.

V. NEW BUSINESS

A. FMLA Request

1. Ms. Kim Spearman, Permanent Sub-Teacher at PAEC High School has requested an Intermittent FMLA due to medical reasons. Ms. Spearman has requested to utilize sick pay until the end of the year for days used toward Intermittent FMLA.

Recommended Motion:

I move to recommend to the Executive Board to approve the Intermittent FMLA for Ms. Kim Spearman which will occur throughout the school year and will be utilizing available sick time during this leave as presented.

2. Mr. Pierre Nelson, 1:1 Program Assistant at PAEC Academy has requested an Intermittent FMLA due to medical issues. Mr. Nelson has requested to utilize available sick pay for days used toward Intermittent FMLA.

Recommended Motion:

I move to recommend to the Executive Board to approve the Intermittent FMLA for Mr. Pierre Nelson-1:1 Program Assistant which will occur throughout the school year and will be utilizing available sick time during this leave as presented.

3. Mr. Sammie Rogers, Behavior Interventionist, has requested FMLA due to medical reasons. Mr. Rogers would like this leave to begin August 15, 2023 through September 15, 2023 as a block leave. Mr. Rogers will be utilizing available sick time during this leave.

Recommended Motion:

I move to recommend to the Executive Board to approve the Consecutive Block FMLA request of Mr. Sammie Rogers-Behavior Interventionist which will begin on August 15, 2023 through September 15, 2023 and will be utilizing available sick time during this leave as presented.

B. Contractual Agreements

1. Stepping Stones

- Jane Melinauskas (SLP) \$80 per hour
- Lowela Alcedo (OT) \$90 per hour
- Patricia Bejarano (SLP) \$75 per hour

Recommended Motion:

I move to recommend to the Executive Board to approve the contractual agreements between Stepping Stones Group and PAEC for Ms. Jane Melinauskas (SLP) at \$80 per hour, Ms. Lowela Alcedo (OT) at \$90.00 per hour, and Ms. Patricia Bejarano (SLP) at \$75 per hour as presented.

2. SLR LLC

- Kamila Bonnert (SLP) \$77 per hour
- Nina Jaimes (SLP) \$75.50 per hour

Recommended Motion:

I move to recommend to the Executive Board to approve the contractual agreements between SLR LLC and PAEC for Speech Language Pathologist Ms. Kamila Bonnert at \$77 per hour and Ms. Nina Jaimes at \$754.50 per hour for the 2023-2024 year as presented.

3. Salinas Educational Services LLC- Miguel Salinas (School Psychologist)

Recommended Motion:

I move to recommend the Executive Board to approve the contractual agreement between Salinas Educational Services for Mr. Miguel Salinas (School Psychologist) for the 2023-2024. The cost for completion of Spanish cognitive/academic assessment is \$1275 per case and \$1175 per case for completion of English cognitive/academic assessment as presented.

C. Board Policy 4:60

PAEC Policy Committee is recommending a first reading of policy 4:60.

Operational Services

4:60 Purchases and Contracts

All purchases and contracts shall be entered into in accordance with applicable federal and State law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts **greater than \$25,000.00** shall be approved or authorized by the Board

Recommended Motion:

I move to recommend to the Executive Board to conduct a first reading on PAEC Board Policy 4:60 (Purchases and Contracts) under Operational Services as presented.

D. Medicaid Coordinator Job Description

The responsibilities of the Medicaid Coordinator position will be added to the Executive Administrative Assistant position. The new title for this position is Executive Administrative Assistant/Medicaid Coordinator. There will be an addition of \$5,000 to the base salary which will be \$56,939.

Recommended Motion:

I move to recommend to the Executive Board to approve the \$5,000 increase to the base salary for the additional responsibilities of the Medicaid Coordinator's job description being added to the Executive Administrative Assistant position which totals the base salary of \$56,939 as presented.

E. Salary Stipends

1. Bilingual Speech Language Pathologist

- Judith Senase –\$3,000
- Vanessa Herrera– \$5,000

Recommended Motion:

I move to recommend to the Executive Board to approve the stipends for Bilingual Speech Pathologists Ms. Judith Senase at \$3,000 and Ms. Vanessa Herrera at \$5,000 for the 2023-2024 year as presented.

2. Bilingual Interpreter– \$2,100

- Ofelia Cardenas
- Evelyn Carreto

Recommended Motion:

I move to recommend to the Executive Board to approve the stipends for Bilingual Interpreters Ms. Ofelia Cardenas and Ms. Evelyn Carreto at \$2,100 for the 2023-2024 year as presented.

3. Board Meetings– \$2,100

- Trainette Latham

Recommended Motion:

I move to recommend to the Executive Board to approve the stipend for Board meetings for Mrs. Trainette Latham at \$2,100 for the 2023-2024 year as presented.

4. Social Media– \$2,100

- Evelyn Carreto

Recommended Motion:

I move to recommend to the Executive Board to approve the stipend for Social Media for Ms. Evelyn Carreto for the 2023-2024 year as presented.

5. Behavior Interventionist– \$1,204.92
 - William Hesslau
 - Naquita Williams
 - Bianca Allen
 - Belinda Perryman

Recommended Motion:

I move to recommend to the Executive Board to approve the stipends for Behavior Interventionists: Mr. William Hesslau, Ms. Naquita Williams, Ms. Bianca Allen, and Ms. Belinda Perryman as presented.

- F. Fixed Asset Disposal Request
 - Carpet Extractor
 - File Cabinets– #1457, #16, and #1191

Recommended Motion:

I move to recommend to the Executive Board to approve the disposal of a carpet extractor (asset tag 001031) and file cabinets (tags #1457, #16, and #1191) as presented.

- G. Donation

In memory of Doris Daggy she had requested instead of the family receiving flowers, donations be made to PAEC.

Recommended Motion:

I move to recommend to the Executive Board to approve the \$150 donation In Memory of Ms. Doris Daggy to Proviso Area for Exceptional Children as presented.

- H. Employee Referral Incentive -Finder's Fee

PAEC would like to provide an incentive to employees for referring prospective employees. Current employees will receive a \$500 bonus for each person referred who completes a minimum of six months of employment with PAEC.

Recommended Motion:

I move to recommend to the Executive Board to approve the Employee Referral Incentive of a \$500 bonus to employees who refer candidates who remain employed for a minimum of six months as presented.

- I. Quarterly Stipends for Coverage of Vacancies

PAEC would like to provide stipends to Teachers and Program Assistants that temporarily assist with coverage of vacant positions on a quarterly basis. The amount will be based on the Union's rate for stipends.

Recommended Motion:

I move to recommend to the Executive Board to approve the stipends for Teachers and Program Assistants on a quarterly basis for coverage of vacant positions and the amount will be based on the Union's rate for stipends as presented.

- J. Increase in Day-to-Day Sub Pay
 1. Certified Teachers

Recommended Motion:

I move to recommend to the Executive Board to increase the Day-to-Day Sub Pay for Certified Teachers to \$160 a day and \$200 a day for 21st through 180th consecutive days of service as presented.

2. Program Assistants

Recommended Motion:

I move to recommend to the Executive Board to increase the Day-to-Day Sub Pay for Program Assistants to \$110 per day 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. Transition Reports

1. PAEC Therapeutic Day Elementary School-Information is attached.
2. PAEC Therapeutic Day High School-Information is attached.

D. Initial Referrals

Information is attached.

E. Police Reports

There were no police reports this month.

F. PAEC Activity Fund

Information is attached.

G. DuPage/West Cook Report

The first meeting of the 2023-2024 school year will be held on Thursday, September 14, 2023 @ 10 am at the SASSED Administration Building in Lisle.

H. PAEC Events

- PAEC September Upcoming Events
- PAEC Early Childhood Welcome Back Week Photos
- PAEC Center Music Therapy Class

I. Infinite Vision Training

A representative from Infinite Vision will provide training to PAEC and we invite the member districts to participate. The date is TBD.

J. Facility Usage

Proviso East is requesting to utilize the PAEC parking lot on September 30, 2023 for staging for their homecoming parade. The request is attached to the agenda.

K. Discussion of Contractual Agency for Certified Teachers and Program Assistants

L. Request to attend a conference or professional meeting

1. Ms. Regina Smith, (Vocational Coordinator) and Mr. Nathan Marshall (Teacher) is requesting to attend the Illinois Statewide Transition Conference where the topic of discussion is "Stepping Stones of Transition on November 2nd-3rd. This will be a virtual conference and the registration fee is \$225.
2. Ms. Regina Smith is also requesting to attend the Illinois Center for Transitional Work conference where the topic of discussion will be "Strategies for Job Development and Job Analysis on September 22, 2023. The registration is \$35 and \$35 for transportation which totals \$70.
3. Mr. Jorge Quinones, (Maintenance) is requesting to attend the Facilities Operations Program: Essentials of Facilities Management at the Double Tree by Hilton Hotel-Arlington Heights on September 20, 2023. The registration is \$220.

M. PAEC Administrative Department Updates

PAEC Technology Department

- The IT department has returned all devices back to Staff and Students. Little rough start with staff doing their state training. However, everything is working smoothly.
- We have also helped Building and Ground with a few projects within our PAEC Network. HVAC Remote connection, Automation System, and MasterClock. The installation included static IP addresses for all 3 systems and running ethernet cables to our server closest to these devices. With this, we are slowly removing the old 10. network.
- Comcast has also completed a few projects for our fiber installation. Fiber cable is installed however, it is not activated yet.
- The technology department continues to address help tickets promptly.

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

HR Activities - August 2023

- onboarded 9 hires (including background checks, new hire paperwork, benefits presentation, contract production)
- continue audit on yearly ACA report (entails audit of correct info and codes for employees & dependents for massive IRS report)
- meeting with Concentra reps regarding TB/Physical program
- workflow meeting with Business Office staff
- manage process for IDES/unemployment claims & bill
- processed Open Enrollment changes

N. PAEC Program Updates

PAEC Early Childhood

The Early Childhood program has had a great start to the year. All the registered students started on time except one. We are approximately at 50% in all classrooms or will be by mid-September. The evaluation team started the year testing by the second week of school. We tested 2 students and had a review of records. The referrals keep on coming in from the Early Intervention program and we have had 2 from two of our member districts.

The students spent the first two weeks of school learning the routine of coming to school, sharing, taking turns, following directions, and transitioning from one activity to another. I have attached pictures of the wonderful work our students are doing and two special pictures of our students that are representative of our wonderful students.

PAEC Therapeutic Day Elementary School

The school year has started with a lot of excitement and enthusiasm. The staff completed their mandated state training and recertification in Crisis Prevention Intervention.

The students have been benchmarked in Reading, Early Reading, Math, and Reading Fluency using FastBridge. The students have been grouped for small group instruction and intervention for the classroom and pullout. The groups will begin after Labor Day. The students have reviewed the program expectations and have set social-emotional goals.

The middle schoolers are looking to start their athletic season of Flag Football.

PAEC Elementary's upcoming events include the following:

- Open House – Thursday, September 8, 2023 4:30 pm – 6:30 pm
- Therapy Dog Visit – Friday, September 15, 2023

- Hispanic Heritage Month – Starts Friday, September 15, 2023

There were no time outs, physical restraints or police incidents for the month of August.

PAEC Academy at Divine Infant

PAEC Academy is excited about the new school year. Registration is going well, we have 12 not registered in the districts. Many parents are registering online, we will make appointments with parents who need assistance with registering.

Armando has done a fantastic job of cleaning the building, it really looks great! The new reading program was delivered and we are working hard to organize all the materials.

We are also welcoming our new kindergarten -first-grade teacher Ms. Christine Faitz. She is very excited to be joining our team. We are also welcoming our new P.E. teacher Abraham Arce, who is excited about his new position. Lashon Rutledge will be joining us as a 1-1 PA.

Upon return, staff have and continue to assist students in transitioning to their new classrooms. Fastbridge will start shortly after the students have settled in.

PAEC Center

The start of the school year was exciting! The students seemed happy to be back and classrooms were filled with young people once again! Students had a back-to-school rally on September 1st to mark the opening of school. They paraded around the grassy front and played music to celebrate them being back in school!

Domains and IEP meetings started almost immediately. The Special Events Committee met and started planning for the year’s events!

Staffing shortages continue to be a concern but we have been slowly filling vacancies. New teachers have met with their mentors and have begun to get to know their students. All teachers have access to the curriculum and all mandatory training has been completed.

We look forward to the upcoming school year!

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 Vocational Coordinator or Transition Staff 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 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
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Students are looking forward to volunteering starting next month for the 2023-24 school year at New2You, Meals on Wheels, and Catholic Charities. We are looking forward to increasing our sites this school year.

We had four graduating students this year, who are all working, so our employed students numbers have dropped down to 5. We look forward to getting our new students prepared and ready to interview.

We have additional students enrolled who are currently being trained to complete job tasks, answer mock interview questions, complete mock job applications, and more. Some students are completing live applications and are going through the interview process. I have continued to set up individual meetings with these students. We are practicing mock interviews and completing mock applications.

PAEC Therapeutic Day High School Happenings

Students were met with excitement on August 21, 2023, as we started the new 23/24 School Year. Upon arrival, staff were ready to greet and engage students back into learning. All the students had their schedules with required classes ready for them as they entered the building along with technology and supplies. The students are getting acclimated to their new classes along with meeting new peers. We will be having Open House on September 6 from 4-6 p.m. for parents to visit the school, understand the program, and meet the teachers. NWEA MAP Assessment will begin the week of 9/11-9/16.

Transitioning Students

No changes at this time

Maintenance of the building

Our maintenance staff has been working diligently to clean and repair the school for the new school year to begin.

Physical Management	0
Police Calls	0
Restorative Meeting	0

23-24 Current Enrollment

47 Students

PAEC Therapeutic Day High School Vocational Program

Mr. Loving is getting the training work sites set up for this year. Work training programs (Hilton, Firehouse, Zagone Studios, and Custodial) will most likely begin the week of 09/18/2023, with applications being distributed the week of 9/5/2023. This year we will do both a morning and an afternoon training at Firehouse Subs. Mr. Loving is also exploring working with additional worksites. Mr. Loving reports that the mentor program will be more activity-oriented and will begin the week of 9/18 with two groups meeting once per week. The financial literacy presenter will offer a 6-week session meeting one time per week starting on 09/20/2023.

Dr. Bujalka is meeting with each student to complete their Transition Planning Questionnaire and interview. Student interests will guide planning for activities (presentations, field trips, special days, etc.). Planning for activities is underway.

PAEC Behavior Intervention Team

The PAEC Behavior Intervention Team is starting the 2023/2024 academic year with four new staff with a total of 14. They all have and will be certified in Crisis Prevention Intervention (CPI) Training, and the team continues to complete modules and partake in trainings that will equip them with the knowledge necessary to reduce undesired behaviors within the Proviso Township school districts.

Total number of PAEC Behavior Intervention Coaches: 14

Proviso East: 2

Proviso West: 4

District 87: 2

District 92: 1

Floating Coaches (PAEC Academy, District 88, District 93): 5

We currently have a Behavior Coach on FMLA leave, with a return date of September 18, 2023 that is contingent upon the physician's approval.

There were a total of 4 individual student referrals in August.

There were a total of 0 classroom referrals submitted in August.

District 803 - PAEC Academy

Coaches have been present in PAEC Academy to provide support, as the team awaits referrals.

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

The two Coaches assigned to 87 will begin the week of September 4, 2023.
Whittier Primary - No referrals were made.

District 92 - Lindop School

A temporary Coach assigned to 92 will begin the week of September 4, 2023.

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

Coaches have been present in 88 to provide support, as the team awaits referrals.

District 93 - Hillside Elementary

Coaches have been present in 93 to provide support, as the team awaits referrals.

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

There are a total of 6 Coaches assigned to 209; 2 are assigned to East and 4 assigned to West.

Proviso East and West begin school on September 1, 2023. The Coordinator will provide additional information as it becomes available.

PAEC Social Work Department

1. The PAEC School Social Work Department had their first In-Service virtually on Friday, August 25, 2023. Ms. Miriam Itzkowitz, LCSW, did a presentation on “Mandated Reporting & Implicit Bias”.
 2. The PAEC School Social Work Department New Hires:
 - Ms. Erynn McCray at PAEC High School Therapeutic Day School
 - Ms. Niane Serrano at PAEC Elementary School
 - Ms. Diana Stephens at Proviso East High School
 - Mr. Dominic Thomas (Social Work Intern) at PAEC High School Therapeutic Day School/PAEC Elementary
 3. Upcoming FMLA:
 - Ms. Nyanne Serrano –September 21, 2023 until October 17, 2023
 4. The PAEC School Social Work Department Committees for the 2023-24 School Year:
 - a. In-Service Committee (Co-Chair: Ms. Monette Carlos, LCSW) – This committee plans and coordinates, with the Lead School Social Worker (Ms. Lisa Pirrello, LCSW), social work related workshops, training, and in-services for the 2023-24 school year.
 - b. Sunshine Committee (Co-Chair: Ms. Lindsey Holsten, LCSW)-This Committee plans and coordinates the PAEC School Social Work Department’s sending of gifts, floral arrangements, cards, etc., on behalf of the department, for the births, marriages, illnesses, etc., of other PAEC Employees or various agency personnel in the Proviso Township Area.
 - c. Crisis Committee (Co-Chair: Mr. Saumil Patel) – This is a response team that provides crisis intervention services to groups/individuals in need due to a traumatic event that may have occurred within a PAEC-operated school program (i.e., PAEC Center, PAEC Elementary School, etc.), at neighboring school districts, or out in the Proviso Township community. The PAEC School Social Work Department Crisis Team works collaboratively with and assists the PAEC Administration in identifying all individuals/groups that may be at risk at the time of a traumatic event. The Crisis Committee members work collaboratively with the Proviso Township Mental Health Commission’s Network of Care Coordinators in planning after-crisis care services/resources.
 - d. After Hours Transitional Therapy Program (Provider: Mr. Joseph Vasilevski, LCPC) – This individual provides PAEC Students and their families with various additional mental health services that go beyond what may be provided by the school social workers. The community mental health need that is being addressed in the Transitional Therapist Program is to meet counseling, emergency crisis management, family relationship concerns, alcohol/substance/physical abuse needs, child neglect, bereavement needs, and any other social, emotional, and behavioral needs of high risk youth and their families who receive services through the PAEC Cooperative (SEJA# 803) and member school districts who have a joint agreement with PAEC. These services are provided in the evening, by appointment after 5:30 PM.
- ***The PAEC School Social Work Committees will submit quarterly updates to the PAEC Lead School Social Worker (Ms. Lisa Pirrello, LCSW).
- e. PAEC Lead School Social Worker, Ms. Lisa Pirrello, LCSW, as the LAN 60 Collaborative Chairperson, will be facilitating quarterly LAN 60 meetings this year, with the first LAN 60 meeting taking place on Wednesday, October 18, 2023 – 1:00 pm-2:30 pm.

PAEC School Social Work Department Meeting:

Date: Friday, September 15, 2023
Time: 1:00 pm-2:00 pm

Topic: PAEC School Social Work Department Meeting
Presenter: Ms. Lisa Pirrello, LCSW
Location: Virtual via Google Meet

PAEC Social Work Department's next in-service training will be:

Date: Friday, September 29, 2023
Time: 10:00 am-1:30 pm
Topic: "Let's Build Legos Together! LEGO Based Play Therapy"
Presenter: Ms. Sophia Ansari, LPCC
Location: PAEC High School Conference Room

5. Ms. Lisa Pirrello, LCSW (PAEC School Social Work Lead), as acting President of the Illinois School Social Work Supervisors & Coordinators Council (ISSW-SCC), will be chairing the ISSW-SCC's meeting on Friday, October 13, 2023, 10:00 am-1:30 pm.

PAEC Psychologist Department

Dr. Michael Cermak will be attending the Intern Supervision Workshop Conference on Friday, September 15th at Illinois State University in Bloomington.

The Psychology Department will have a variety of intern and practicum graduate students this year. Including: Ms. Alison Zdarsky, an intern from National Louis University, who will be working with Dr. Cermak and Mrs. Dayle Ashley-Harding throughout the cooperative; Ms. Emily Grausam who will be working in Early Childhood and at Sunnyside Intermediate/MacArthur Middle; and Ms. Kara Rochowicz, who will primarily be assisting in District 87.

Ms. Emily Adelson has been completing Early Childhood screenings at Hillside School. They have screened many preschoolers in the first few weeks of school!

PAEC OT/PT Department

Staff adjustments: New Staff for this school year: OT: Lowela Alcedo

Activities of the department:

1. The OT/PT staff are in the process of getting equipment supplies to students for in-person learning.
2. The AT team is working on helping therapists, teachers, students, and families use their communication devices at school.
3. The OT/PT staff have been busy making sure both Sensory Rooms at PAEC Center and PAEC Elementary are available to be up and running. Working on setting up the Sensory Rooms at PAEC Academy, Hillside, and Whittier Schools.
4. The Assistive Technology team is working together with the Speech Department on a training schedule for AAC devices/software for those in the districts and in PAEC programs.
5. The OT/PT department conducted new hire orientation training on 8-28-23 in-person at PAEC Center for the new OT staff.
6. The OT/PT department conducted their monthly meeting in-person on 8-16-23 from 11:30 to 3:00 PM.
7. The Lead OT/PT/AT set up required training for the school year, using the ENGAGE program, through Infinitec. I hope this will streamline our procedures for sharing and recording required training with staff.
8. The OT/PT/AT Departments are completing the required online training for ISBE through the Center for Intensive Behavioral Supports.

9. The OT/PT Department attended district training that was appropriate to their school assignments.
10. The OT/PT Department had therapists participate in District 93 (Hillside) Pre-School Screenings at Hillside School at the beginning of the school year.
11. The OT/PT Department has participated in the PAEC Center Special Events meetings on 8-25-23.
12. Our AT Team & OT/PT Team helped run the Wheelchair Clinic on 08-30-23, with Chris Tomlinson the AT Rep from Numotion.
13. The OT/PT/AT Lead has met with a small group from the OT/PT Coordinators Consortium working on a presentation to give on 10-19-23 at IAASE.

PAEC Speech/Language Department

1. The Speech/Language department is excited to start a new school year and welcome the new SLPs to our team! We are pleased to be assisting Districts 87, 88, 92, 93, 209, and 803 with providing monolingual and bilingual SLPs. Below is a list of the new SLPs and the schools that they are servicing:
 - Abby Avery, SLP- PAEC Center, PAEC Early Childhood, and D93 PreK
 - Patricia Bejarano, B/L SLP - PAEC Center and PAEC Academy
 - Ciara McGlynn, B/L SLP- D88 Lincoln Primary and Grant Primary
 - Ella Krikorian, SLP- D88 Marshall Elementary
 - Jaqueline Kibir-Evans, SLP - D88 Roosevelt Middle School
 - Jane Melenauskas, SLP - D88 McKinley Elementary School (starts 9/20/23)
 - Liliana DeLeon, B/L SLP - D87 Whittier Primary
2. The new SLPs attended orientation at PAEC Center on Aug. 16th and are now working in their districts.
3. All PAEC program SLPs completed the required online training for ISBE through the Center for Intensive Behavioral Supports.
4. The Lead SLP set up required training for the school year, using the Engage program, through Infinitic. I hope this will streamline our procedures for sharing and recording required training with staff.
5. The Lead SLP is working on a schedule for Speech/Language department meetings and in-services for the school year.

PAEC Special Olympics

- We are in the process of registration for the 2023-2024 Special Olympics season.
- We anticipate around the same number of participants this year, between 60-70 student athletes.
- We anticipate between five and ten individual skills athletes.
- We anticipate for basketball two high school teams, the Pacers and the Bulldogs along with one Jr. high team at PAEC Academy, the PAEC Tigers.
- The Bulldogs and Pacers received new uniforms this past year so student athletes are excited about that.
- We received a \$2500 grant from Special Olympics and School Health which was used for uniforms, basketball equipment, basketballs, soccer balls, shin guards, etc. We are extremely grateful for that.
- Once the registration process concludes, (end of September) staffing will be placed for each team to ensure proper coaching and supervision.

- Special Olympics district meeting will be held in Lombard on September 21st where updated S.O. rule changes, requirements, and game scheduling will take place.
- PAEC Special Olympics looks forward to a great year for our student athletes!

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

VII. BOARD CORRESPONDENCE

VIII. CLOSED SESSION

Recommended Motion:

I moved 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 return to Open Session at _____ PM.

- A. **I move to recommend to the Executive Board to approve the freezing of the Permanent Substitute Teacher's step change as discussed in Closed Session as presented.**
- B. **I move to recommend to the Executive Board to approve the repayment of monies from the two (2) Permanent Substitute Teachers --62643 & --20877 as discussed in Closed Session as presented.**

IX. NEXT MEETING

The next PAEC Executive Board meeting is scheduled for Thursday, October 12, 2023.

X. ADJOURNMENT

Recommended Motion:

I moved to adjourn the meeting at ____ AM for lack of further items to discuss.

MJ/TL