

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 6:00 PM
DECEMBER 15, 2021
MINUTES**

I. ROLL CALL

Mr. Dawson, President of the Governing Board called the meeting to order at 6:14 PM.

Roll Call:

District 87	Ms. O'Connell	Present
District 88	Ms. Clark-Smith	Present
District 92	Mr. Dawson	Present
District 93	Mr. Richardson	Present
District 209	Mr. Wagner	Present

Also present: Anna Wyszowaty, Baker Tilly, Mr. Michael James, Executive Director, Mrs. Vanessa Schmitt, Assistant Executive Director, Dr. Sherry Whitaker, Business Manager, and Mrs. Trainette Latham, Recording Secretary.

II. AUDIENCE PARTICIPATION

None

III. APPROVAL OF GOVERNING BOARD MINUTES

Ms. O'Connell moved to recommend to the Governing Board to approve the minutes of November 17, 2021, as presented. Ms. Clark-Smith seconded the motion.

Roll Call:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark-Smith	Aye
District 92	Mr. Dawson	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

IV. APPROVAL OF CONSENT AGENDA

V. Approval of Payroll

VI. Approval of Bills

VII. New Business

- A. Employment/Resignations/Terminations
- B. FY'2022-2023 Proposed Budget Calendar
- C. TRS-SSP Agreement and Resolution
- D. Contractual Staffing Agreement
- E. Embrace Contract Approval

Ms. Clark-Smith moved to recommend to the Governing Board to approve the Consent Agenda, which encompasses agenda items V (Payroll), VI (Bills), and VII (New Business) as presented. Ms. O'Connell seconded the motion.

Roll Call:		
District 87	Ms. O'Connell	Aye
District 88	Ms. Clark-Smith	Aye
District 92	Mr. Dawson	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

VIII. EXECUTIVE BOARD REPORT

The Executive Board meeting was held on Thursday, December 9, 2021. Those present included: Dr. Dan Sullivan and Ms. Nicole Spatafore from District #87, Dr. Janiece Jackson from District #92, Dr. Kevin Suchinski from District #93, Mr. Leonard Moody from District #209.

Also present included: Ms. Laura Vince from District #87, Ms. Jan Baptist from District #88, Ms. Sarah Johnson-Millon from District #93, Mr. Nick Cavaliere (Auditor from Baker Tilly), Mr. Michael James, Mrs. Vanessa Schmitt, Dr. Sherry Whitaker, and Mrs. Trainette Latham from PAEC Administration.

The Executive Board reviewed and recommended approval of all the items on the agenda. Mr. Cavaliere did an overview presentation of the PAEC Audit Results.

IX. DuPage/WEST COOK REPORT

Information is attached.

X. COMMITTEE REPORTS

None reported at this time.

XI. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

A. 2020-2021 Audit Report Presentation

Mr. Nick Cavaliere, Auditor from Baker Tilly, will provide an overview of the audit report.

Ms. Anna Wiszowaty, Senior Manager from Baker Tilly provided an overview of PAEC's Audit report. She explained that Mr. Cavaliere presented the Audit report to the Executive Board last week on December 9, 2021.

Baker Tilly provided PAEC with an "Unmodified Audit Opinion Report" which indicates that there were no problems found with the audit. Ms. Wiszowaty stated that this is the highest opinion that can be given to an organization.

Ms. Wiszowaty explained that in the past, PAEC has three (3) main funds: General Education, Operations and Maintenance, and Transportation, but with the roof project, two more funds were added, Debt Service and Capital Projects (roof bonds).

Ms. Wiszowaty explained that PAEC refunds are substantial and that the collection exceeds the net cost. She mentioned that this has been an ongoing process in which PAEC has operated for many years.

According to the report on Internal Control Financial Reporting, there were no new findings, and there were no instances of non-compliance.

There will be new Governmental Accounting Standard Board Standards for the audit next year. PAEC will need to start consolidating Leases for the next audit. PAEC will need to take inventory of contracts that meet the definition of a lease and begin the process of measuring these contracts under the guidelines of this standard.

Mr. Dawson questioned if there were any documents that PAEC was unable to produce. Ms. Wiszowaty expressed that there were no issues and that it was a pleasant experience working with Dr. Whitaker. Everything went well!

B. PAEC Programs-Current District Child Count Report

Information is attached

C. Current Enrollment and Classroom Staffing Patterns

Information is attached

D. Transition Reports

None reported at this time.

E. Initial Referrals

Information is attached.

F. Police Reports

None reported at this time.

Mr. James mentioned that although we did not have any police reports for the month, there was still contact made with Maywood police due to an issue or possible issue of attention-seeking threat at PAEC High School. All PAEC staff and parents were notified by letter.

G. PAEC Activity Fund Summary

Information is attached.

H. Transportation

PAEC sent out a bus transportation survey to families on November 15, 2021. All responses had to be submitted by November 30, 2021. We received 49 responses. **Survey results are attached with the agenda.**

I. PAEC Tour for District 89

On Tuesday, November 30, 2021, we provided a tour to two of the Student Services Supervisors from Maywood District 89. Tours were conducted at our PAEC Center, Elementary, and Early Childhood programs. District 89 is considering sending two additional students to our PAEC programs.

One student from District 89 has started already. Mr. James mentioned that PAEC is now trying to rebuild relationships with District 89. We currently have approximately three to four students from District 89.

J. PAEC Events

On Sunday, November 21st, 2021, Ms. Elsa and Ms. Caroline (Student volunteers from Oak Park-River Forest High School) came to clean and prepare the PAEC garden which is located behind PAEC Elementary and PAEC High School. **Pictures are attached with the agenda.**

Mr. James mentioned that PAEC had a visitor today, Wednesday, December 15th, at PAEC Center in the gym. Santa was in the building and was able to take pictures with students.

PAEC Center put together a Powerpoint presentation from Ms. Eyasu's class. For some people, the little things like cutting and coloring may seem simple, but for some of our students at PAEC Center, this can be a hard skill. Ms. Eyasu made the classroom instruction creative by having the students use various objects to create shapes and designs.

Mr. James also mentioned that in our Therapeutic Programs, you will see more traditional instruction being taught in classrooms. The students from Ms. Eyasu's class were extremely excited to show their work.

Mrs. Schmitt echoed that of Mr. James by stating that the students displayed mountains of diversity in putting this project together. The students are all on different levels and were able to celebrate not just the Christmas holiday, but Hanakuk, and Kwanza as well.

Due to social distancing guidelines, the students were not able to share in the comments of individuals that had the opportunity to see the displays but eventually received the comments later. Mrs. Schmitt stated that it was so awesome to see some of the students practicing their smiles.

K. Long-Range Facility Meeting

PAEC had a Long-Range Facility Plan committee meeting on Tuesday, December 7th, 2021. Information will be given in the January meeting.

L. MFA Information

What is MFA? Multi-factor authentication, or MFA for short, sounds very complicated, but it is relatively simple. Here is how it works:

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

Before you can access your data, you are asked to verify your identity with another piece of information. This "second factor" is often a randomly generated number that you can access by using an App on your phone, requesting the code be sent by a

text message, or even asking that Google call you on the telephone with the numbers you need to enter.

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

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

Mr. James mentioned that MFA is now new legislation and that PAEC has already sent out notifications to all staff. Mr. James stated that PAEC will have to purchase tokens/fobs for those staff members who do not want to use their personal devices.

PAEC has already purchased 30 tokens at this time. The tokens randomly reset the numbers for authentication. Mr. James mentioned that the cost of purchasing the tokens can be expensive, but we don't expect this to happen right now.

M. Vaccine Clinics

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

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

The nurse at PAEC Academy informed Mr. James that if PAEC provides vaccine clinics, we can receive a reimbursement of approximately five thousand dollars. It was stated that any district could receive up to approximately fifteen thousand dollars in a year for hosting vaccine clinics.

Ms. Clark-Smith asked if whether smaller schools were still doing the BinaxNow testing. Mr. James explained that he believes this is the case right now. He also mentioned that when PAEC signed up for the BinaxNow testing, it was expressed that this would be a free cost. However, BinaxNow has sent PAEC a bill.

N. ILMAC Random Moment Time Study Compliance

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

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

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

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

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

Mr. James mentioned that Mrs. Latham has been doing a great job at staying on top of the staff to make sure that PAEC receives reimbursement for Medicaid. Emails have been sent to staff and supervisors when there is a scheduled random moment time study.

Mrs. Schmitt explained that the process of how the random moment time studies are completed. Staff are randomly selected at a specific time and date to complete questions regarding whether they were working with a specific student or group of students. If the staff was not at work during the scheduled time, they have the option to select that they were not working.

Mr. James mentioned that there are a lot of things new this year with Medicaid. 1:1 Program assistants are now assigned co-signers to approve Medicaid claims entered monthly. Also, Mr. James mentioned that there are some reimbursements we are not able to receive right now due to missing scripts and referrals. Therapists have been reaching out to families and doctors to obtain this information. However, some doctors will not write the scripts and referrals if they have not seen students in over a year and also will not speak to therapists without consent.

O. Negotiations

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

Mr. James mentioned that negotiations started this evening with a 'Meet N Greet'. During the February board meeting, there will be information to be presented from the next scheduled negotiations meeting that will take place on January 27, 2022.

P. PAEC Program Updates

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

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

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

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

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

Human Resources (HR)

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

According to Dr. Whitaker, Voya Financial will be managing PAEC TRS and SSP.

Information Technology (IT)

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

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

Buildings & Grounds

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

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

- The tailgate salt spreader has been installed on our pick-up truck, the plow will be mounted in early December.

Dr. Whitaker mentioned that PAEC has been trying to fill the custodial position for over a month.

PAEC Early Childhood Program

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

PAEC Therapeutic Day Elementary School

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

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

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

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

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

There were 14 student time-outs and no police incidents for November.

PAEC Therapeutic Day High School

Happenings

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

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

Maintenance of the building

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

Restraints

Restraints	5
Police Calls	2
Process return meetings	6

Registration and other important dates

We continue to register new students at the high school.

Enrollment and Attendance

Enrollment - 50 Students

Covid - 19

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

PAEC Therapeutic Day High School Vocational Program

Updates

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

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

PAEC Academy at Divine Infant

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

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

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

PAEC Center

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

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

Dr. Marrea Winnega (ABA Autism Consultant) continues to come to the PAEC Center to support the teachers in the Autism track. Her monthly visits consist of her

observing the teacher teach a lesson, providing feedback, and modeling, especially around behavior issues.

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

PAEC Center Vocational Program/Transition Program

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

Students that are currently employed are on the chart below:

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

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

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

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

PAEC Intervention Team

District 87

Jefferson Primary School

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

Sunnyside School

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

District 93

Hillside School

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

District 92

Lindop School

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

for a third student. The Interventionist has worked closely with the school social worker and psychologist to provide behavior data and review additional interventions as needed.

District 88

Lincoln Elementary School:

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

District 209

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

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

PAEC OT/PT Department

Staff adjustments: LaQueishia Cummins, OT, last day was 11-22-21. Seoyoung Kim, OT, will be the OT replacing LaQueishia. Seoyoung will plan to start around December 13th. Elizabeth Rotert, SLP on the AT Team, has submitted her resignation with her last day being 12-21-21. We are in the process of determining our coverage for the AT Team for the second half of the year.

Activities of the department:

1. In July of 2021 at UIC one of our staff OTs won an award: The 2021 Beatrice D. Wade Clinical Educator **Award winner was Michele Wolter** from Proviso Area for Exceptional Children. Fieldwork educators are nominated for this award by UIC graduating students. This award honors fieldwork educators who demonstrate excellence in fieldwork education.

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

PAEC Psychologist Department

- Hillside psychologist Dayle Ashley-Harding and psychologist intern, Lindsey VanDerAa, are facilitating a reading intervention group utilizing the Process Assessment of the Learner- Reading and Writing program (PAL-RW). They meet with 5 students daily to practice sound/symbol relations, blend sounds, identify sight words, read and discuss books, and write letters, words, and sentences to improve the students' literacy skills.
- Hillside school psychologist intern Lindsey VanDerAa, along with the Hillside social worker, is implementing an executive functioning group.
- Training for the ADOS-2, a tool to assess possible Autism Spectrum Disorder, was held at PAEC on Thursday, November 4th, and Friday, November 5th. Psychologists attending included: Dr. Paola Gonzalez-Bonet, Dayle Ashley-Harding, Melissa Gomez, Leslie Davey, and Robin Zimmerman, psychologist interns Emely Rovira and Lindsey VanDerAa, and District 88 psychologist Angelica Kordecki.
- PAEC Psychologists Dr. Michael Cermak and Dr. Paola Gonzalez are assisting PAEC High School in gathering academic data for students.

- Psychologist Dr. Michael Cermak, is supervising Loyola Chicago school psychology practicum student Kristen Bialek. Kristen will work with Dr. Cermak at Sunnyside Elementary and MacArthur Middle Schools.
- MacArthur psychologist Dr. Michael Cermak, along with district 87 SEL team members facilitated Elyssa's Mission, a suicide prevention program, on 10/25/2021 for 8th-grade students. The SEL team members will follow up with any students identified as at risk for suicide. District 87 SEL team members will facilitate Elyssa's Mission at Northlake Middle School after winter break.
- Psychologist Dr. Paola Gonzalez-Bonet is supervising full-time school psychologist intern Emely Rovira in the District 87 blended PreK/EC program along with the PAEC EC program.

PAEC Social Work Department

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

Ms. Mandy Ross, LCSW, will be providing school social work services to identified special education students attending Proviso West High School, replacing Mr. Keving Dawley, MSW.

2. Ms. Kenya Dockens, LCSW (PAEC School Social Worker-Hillside School) has been providing the following social work services to the students at Hillside School: Co-Facilitating Class Meetings in the 5th-grade special education class; Facilitating 6th-grade social workgroup working on coping skills; Facilitating 7th-grade social workgroup working on Managing Stress and Coping Strategies; and facilitating Changing Families/Grief Group. Additionally, Ms. Dockens coordinated Elyssa's Mission Implementation at Hillside School.
3. Ms. Monette Carlos, LCSW (PAEC School Social Worker-Early Childhood Program) started planning parent groups, with the first parent groups occurring on December 6 in the morning and December 8 in the afternoon. Discussion topics are to be determined. Additionally, Ms. Carlos assisted in the coordination of this year's Thanksgiving baskets and the Christmas Program-whereby Early Childhood families receive gifts from outside sources.
4. Ms. Elizabeth Baldi, MSW, and Ms. Ashley Brown, MSW (PAEC School Social Workers –Proviso East High School) were asked by Ms. Flemming to take over working with all special education students with social work minutes from the District 209 school social workers, who will now only see students without direct minutes. Additionally, both PAEC school social workers have been working with several students struggling to manage anxiety, behavior, and trauma symptoms in the school environment. Ms. Baldi and Ms. Brown volunteered to be a part of the PLC geared toward SEL in the school.
5. Mr. Saumil Patel, MSW, and Ms. Jill Collins, MSW ((PAEC School Social Workers-PAEC Center School) have been providing the following social work services to the students at PAEC Center School: Individual and/or Group Sessions: working on teaching and/or implementing a variety of coping skills,

identifying feelings, problem-solving, waiting for a turn, rules, Zones of regulation, etc. Additionally, Mr. Patel and Ms. Collins, have also participated in the Special Events Committee to plan monthly activities for fun and involvement, RRW planning and implementation, planning care coordination and resources, Coordinating Holiday support for PAEC Center Families in November and December, attending team meetings and using CPI management, when needed.

6. Ms. Lisa Allen, LCSW, Ms. Dana Gutmann, LCSW, Ms. Lisa Pirrello, LCSW, and Ms. Ziomari Rivera, MSW (PAEC School Social Workers-PAEC High School Therapeutic Day School) have been providing social work services to the students at PAEC High School Therapeutic Day School and have been working with these students on the following: Decision-Making Skills, Self-Advocacy, Anger Management Skills, Positive Coping Strategies, and Problem-Solving Skills. The PAEC High School Social Workers have, also, been keeping in contact with and providing social work sessions, virtually, for students through google meets & email for those who have been quarantined or are struggling with attendance.
7. Mr. Michael Irgang, MSW, and Ms. Lindsey Holsten, LCSW (PAEC School Social Workers-PAEC Elementary School) have been continuing to service students individually and in small group social work sessions. Topics addressed during individual and/or small group sessions include: crisis/behavioral/de-escalation management, anger management, and following directions. Additionally, both school social workers have been involved in organizing and presenting Robert Crown Science Behind Drugs for middle schoolers, coordinating the holiday family adoption program with families matched for the holiday's and overseeing the recycling program.
8. Ms. Donna Kuchera, MSW (PAEC School Social Worker –Proviso West High School) continues to provide weekly school social work services to the freshman special education students on her caseload, which include facilitating weekly TST Groups. Topics covered in this TST group include life, social, and communication skill-building. During the second quarter, Ms. Kuchera has been working with her students on listing fun activities they may do now during continued Covid-19 restrictions, that can be done outdoors (i.e., picnic by an outdoor fire pit; decorating the outside of your house; going on a hayride; apple/pear picking; bike riding; going for a walk with your dog, etc.) and indoors within their home (i.e., cooking/baking; home movie night; read a novel; listen to music; learn to play an instrument; exercise to music; help out with a home project; facilitate playing a board game with family members, etc.). Additionally, Ms. Kuchera has joined a Proviso West High School Senior Mentoring Program Committee, whereby she and other Proviso West Committee members will be guiding Senior volunteer students and pairing them up with freshmen students they will be mentoring for the remainder of the school year. Committee members will be meeting to discuss guidelines for this program and hold a formal meeting with the 20 Senior Student volunteers.

9. Ms. Lisa Pirrello, LCSW (PAEC School Social Work Lead), will be facilitating the LAN 60 meeting via Google Meet Invite, on Wednesday, December 16, 2021, from 1:00 pm-2:30 pm.
10. The next PAEC School Social Work Dept. In-Service Training and Meeting will be: Date: Friday – January 14, 2022
PAEC SW Dept. In-Service (Virtual):
Time: 10:00AM-1:00PM
Topic: Therapeutic Crisis Intervention
Speaker: Mr. Keith Harris-ASNChicago.org
PAEC SW Dept. Meeting (Virtual):
Time: 1:30pm-3:00pm

PAEC Speech/Language Department

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

PAEC Special Olympics

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

XII. OLD/UNFINISHED BUSINESS

None at this time.

XIII. OTHER/ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE GOVERNING BOARD

The next Governing Board Meeting is scheduled for Wednesday, January 19, 2021.

XIV. BOARD CORRESPONDENCE

- A. Email of thanks and recognition for the PAEC Team that consisted of Mr. Michael James, Mrs. Vanessa Schmitt, and Mrs. Roshune Pechacek from Dr. Janiece Jackson, Superintendent District 92.
- B. Thank you card from the Gilmore Family.
Mrs. Gilmore retired from PAEC some years ago and her son passed away.

Mr. James mentioned that there are a few PAEC staff that have lost close family members recently. It was also mentioned that there is someone around the table at tonight's meeting whose family is dealing with a situation.

XV. CLOSED SESSION

There was no need to go into Closed Session at this time.

XVI. ADJOURNMENT


Ms. Clark-Smith moved to adjourn the meeting at 6:55 PM for lack of further items to discuss.

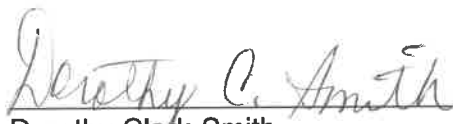
Roll Call:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark-Smith	Aye
District 92	Mr. Dawson	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

Respectfully submitted,


Brian Dawson
President of the Governing Board


Dorothy Clark-Smith
Secretary of the Governing Board

11/19/2022

Date

MJ/TL