

**PROVISO AREA FOR EXCEPTIONAL CHILDREN  
EXECUTIVE BOARD MEETING  
PAEC CENTER – 9:00 AM  
APRIL 13, 2023  
AGENDA**

I. **ROLL CALL** (District #209 will be facilitating the meeting)

II. **APPROVAL OF MINUTES**

***Recommended Motion:***

**I move to approve the Executive Board Minutes of March 9, 2023 as presented.**

III. **APPROVAL OF CONSENT AGENDA**

A. Approval of Payroll

Confirmation of payroll (excluding required employer deduction)

	<b>GROSS</b> <u>3/15/2023</u>	<b>FICA</b> <u>3/15/2023</u>	<b>RETIREMENT</b> <u>3/15/2023</u>	<b>BENEFITS</b> <u>3/15/2023</u>	<b>TOTAL</b> <u>3/15/2023</u>
Education Fund	\$474,281.04	\$19,965.69	\$14,033.50	\$104,179.90	\$612,460.13
Building Fund	<u>\$14,991.07</u>	<u>\$1,140.99</u>	<u>\$640.14</u>	<u>\$2,927.07</u>	<u>\$19,699.27</u>
<b>TOTALS</b>	\$489,272.11	\$21,106.68	\$14,673.64	\$107,106.97	\$632,159.40

	<b>GROSS</b> <u>3/31/2023</u>	<b>FICA</b> <u>3/31/2023</u>	<b>RETIREMENT</b> <u>3/31/2023</u>	<b>BENEFITS</b> <u>3/31/2023</u>	<b>TOTAL</b> <u>3/31/2023</u>
Education Fund	\$485,140.31	\$20,638.55	\$14,185.01	\$108,482.34	\$628,446.21
Building Fund	<u>\$14,120.71</u>	<u>\$1,074.38</u>	<u>\$602.96</u>	<u>\$3,159.59</u>	<u>\$18,957.64</u>
<b>TOTALS</b>	\$499,261.02	\$21,712.93	\$14,787.97	\$111,641.93	\$647,403.85

B. Approval of Bills

1. P-Card Payable Listing- Information is attached. (Voucher #1197)
2. Payable Listing- Information is attached. (Voucher #1198)
3. Payable Listing- Information is attached. (Voucher #1199)

C. Approval of Employment/Resignations/Terminations

**Employment:**

Tianna Ferguson, Program Assistant, PAEC Center, \$8,392.99, effective 3/8/23

Vincent Jones, 1:1 Program Assistant, PAEC Elem, \$6,265.19, effective 3/13/23

**Resignations:**

Sorele Martinez, 1:1 Program Assistant, PAEC EC, effective 3/24/23

Tiah Flowers, 1:1 Program Assistant, Riley School, effective 3/31/23

Terminations:

***Recommended Motion:***

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

#### IV. OLD/UNFINISHED BUSINESS

#### V. NEW BUSINESS

##### A. FMLA Request

1. Ms. Maria Coleman, 1:1 Program Assistant at PAEC Center, has requested FMLA due to medical reasons. Ms. Coleman has requested this leave to begin on April 3, 2023 through May 17, 2023. Ms. Coleman will not be utilizing any sick or personal time during this leave.

##### ***Recommended Motion:***

**I move to recommend to the Executive Board to approve the FMLA request of Ms. Maria Coleman beginning April 3, 2023 through May 17, 2023. Ms. Coleman will not be utilizing any available sick or personal days during this leave as presented.**

##### B. Contractual Agreements

1. Select Savvy (Back Office Solutions) 2023-2024

Contractual Agreement between Select Savvy (Back Office Solutions) and Proviso Area for Exceptional Children for the 2023-2024 School Year. The Contractual Rates are as follows:

- Social Worker \$65-\$72
- SLP, OT, PT \$74-\$80
- School Psychologists \$78-\$88
- Spec. Ed Teacher/Gen Ed \$68-\$72 (Special Ed) \$65-\$69 (Gen Ed)

##### ***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contractual Agreement between Select Savvy (Back Office Solution) and Proviso Area for Exceptional Children for the 2023-2024 School Year. The contractual rates will be: \$65-\$72 for Social Workers, \$74-\$80 for SLP/OT/PT, \$78-\$88 for School Psychologists, and \$68-\$72 (Special Ed) and \$65-\$69 (Gen Ed) Teachers as presented.**

2. FoxHire Client Services- (Amy Lee)

Contractual Agreement for Ms. Amy Lee (Social Worker) from FoxHire Client Services (CSA). The regular hourly rate will be \$81.00 per hour and \$121.50 per hour for overtime. The anticipated start and end date will be March 27, 2023 through June 14, 2023.

##### ***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contractual Agreement for FoxHire Client Services (CSA) for Ms. Amy Lee- School Social Worker. The regular hourly rate will be \$81.00 per hour and \$121.50 per hour for Overtime. The anticipated start and end dates are March 27, 2023 through June 14, 2023.**

3. The Stepping Stones Group- (Suzanne "Sue" Wolff)

Contractual Agreement for Ms. Suzanne Wolf (Speech/Language Pathologist) from Stepping Stones. The regular hourly rate will be \$75 per hour. The anticipated start date will be March 23, 2023 through the end of the current school year.

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contractual Agreement from The Stepping Stones Group for Ms. Suzanne “Sue” Wolf (Speech/Language Pathologist). The regular hourly rate will be \$71.00 per hour. The anticipated start and end dates will be March 23, 2023 through the end of the current school year as presented.**

C. Proposed ESY 2023

**PAEC Proposed Extended School Year (Summer) Programs - 2023**

Location: **PAEC Elementary School**

Dates: Friday, June 9, 2023 through Friday, June 30, 2023

<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.

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Location: **PAEC High School**

Dates: Friday, June 9, 2023 through Friday, June 30, 2023

<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.

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Location: **PAEC Center**

Dates: Friday, June 9, 2023 through Friday, June 30, 2023

<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		

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Location: **PAEC Academy** ~ will be located at PAEC Elementary/High School

Dates: Friday, June 9, 2023 through Friday, June 30, 2023

<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 2023 as presented.**

D. Retirement Resolutions

We have three staff members who will be retiring at the end of the school year.

- Angela Forgione has been employed since August 25, 1999, as a Speech-Language Pathologist and will be retiring on June 2, 2023.
- Dayle Ashley-Harding has been employed since August 1, 1989, as a Psychologist and will be retiring on June 2, 2023.
- Denise D'Hooge has been employed since September 18, 2006, as a Teacher at PAEC Academy and will be retiring on June 2, 2023.

***Recommended Motion:***

**I move to recommend to the Executive Board to accept the Resolutions for the Retirements of Ms. Angela Forgione, Ms. Ashley Dayle-Harding, and Ms. Denise D'Hooge as presented.**

E. PAEC Executive Board Meeting Dates 2023-2024

We need to set the dates for the PAEC Executive Board Meetings for the 2023-2024 School Year. If you wish to continue having meetings on the Second Thursday of each month at 9:00 AM, the dates will be as follows:

2023: August 10th, September 14th, October 12th, November 9th, and December 14th.

2024: January 11th, February 8th, March 14th, April 11th, May 9th, and June 13th.

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Executive Board Meetings to be held at 9:00 AM beginning on August 10, 2023, September 14, 2023, October 12, 2023, November 9, 2023, December 14, 2023, January 11, 2024, February 8, 2024, March 14, 2024, April 11, 2024, May 9, 2024, and June 13, 2024.**

F. Stepping Stones Group 2023-2024

Contractual Agreement between The Stepping Stones Group and Proviso Area for Exceptional Children for the 2023-2024 school year will begin on March 21, 2023 through June 14, 2024. The bill rates for 2023-2024:

- School Psychologist \$80/hr
- Occupational Therapist \$75/hr
- Speech Language Pathologist \$75/hr

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contractual Agreement between the Stepping Stones Group and Proviso Area for Exceptional Children for the 2023-2024 school year beginning March 21, 2023 through June 14, 2024. The bill rates will be; School Psychologist \$80/hr, Occupational Therapist \$75/hr, and Speech Language Pathologist \$75/hr as presented.**

G. Maxim Healthcare Staffing Services, Inc.

Contractual Agreement between Maxim Healthcare Staffing Services and Proviso Area for Exceptional Children for the 2023-2024 school year. The bill rates are:

- Paraprofessional I \$40/hr
- Paraprofessional II \$50/hr
- Certified Nursing Assistant (CNA) \$48/hr
- Health Office Liscensed Practical Nurse (LPN) \$65/hr
- 1:1 Liscensed Practical Nurse (LPN) \$70/hr

- Vent-Trained Licensed Practical Nurse (LPN) \$75/hr
- Health Office Registered Nurse (RN) \$68/hr
- 1:1 Registered Nurse (RN) \$73/hr
- Vent-Trained Registered Nurse (RN) \$78/hr
- Registered Nurse (RN)-SUB/LOA \$80/hr
- School Social Worker/School Counselor \$82/hr
- School Social Worker (PEL) \$85/hr
- Substitute Teacher \$75/hr
- Teacher \$85/hr
- Occupational & Physical Therapist (OT/PT) \$90/hr
- Certified School Nurse (PEL-CSN) \$100/hr
- Board Certified Behavior Analyst (BCBA) \$115/hr
- Psychologist \$118/hr
- Speech Language Pathologist (SLP) \$120/hr

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contractual Agreement between Maxim Healthcare Staffing Services, Inc and Proviso Area for Exceptional Children for the 2023-2024 school year. The bill rates are as follows: \$40/hr for Paraprofessiona I, \$50/hr for Paraprofessional II, \$48/hr for Certified Nursing Assistant (CNA), \$65/hr for Health Office Liscensed Practical Nurse (LPN), \$1:1 Licensed Practical Nurse (LPN), \$75/hr for Vent-Trained Licensed Practical Nurse (LPN), \$73/hr for Registered Nurse (RN), \$78/hr for Vent-Trained Registered Nurse (RN), \$80/hr for Registered Nurse (RN)-SUB/LOA, \$82/hr for School Social Worker/School Counselor, \$85/hr for School Social Worker (PEL), \$75/hr for Substitute Teacher, \$85/hr for Teacher, \$90 for Occupational & Physical Therapist (OT/PT), \$100/hr Certified School Nurse (PEL-CSN), \$115 Board Certified Behavior Analyst (BCBA), \$118 for Psychologist, and \$120/hr for Speech Language Pathologist as presented.**

**H. Administrators Contract Renewal**

**1. Executive Director- Michael James**

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contract Renewal for the Executive Director - Michael James for the 2023-2028 as discussed in Closed Session.**

**2. Assistant Executive Director- Vanessa Schmitt**

***Recommended Motion:***

**I move to recommend to the Executive Board to approve the Contract Renewal for the Assistant Executive Director - Vanessa Schmitt for the 2023-2027 as discussed in Closed Session.**

**VI. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT**

A. Current District Child Count

B. Current Enrollment and Classroom Staffing Patterns

C. Projected District Child Count 2023-2024

D. Projected Enrollment and Classroom Staffing Patterns 2023-2024

E. Transition Reports

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

F. Initial Referrals

Information is attached.

G. Police Report

There were no police reports for the month.

H. PAEC Activity Fund Summary

I. DuPage/West Cook Report

The next DuPage/West Cook meeting will be on May 11, 2023.

J. Student Test Data- Ms. Bethany Kural

Presentation of student test data will be attached to the Board Packet.

- PAEC 803 Elementary Programs
- PAEC 803 Secondary Programs

K. Technology Updates

The IT department is continuing to meet with various programs this month to discuss budgets for the next fiscal year. We intend to use the remainder of our assigned ESSER technology funds for technology related supplies (items under \$500) next year. This will include a grant covered purchase of Chromebooks, cases, chargers, iPads etc.

The IT department submitted our Erate 470 application for the PAEC Academy ISP last month. Next month we will be permitted to finalize the 471 application. This is the last step before we receive a Funding Commitment Decision Letter from USAC by the end of April. We anticipate this grant covering up to 90% reimbursement for internet services.

The IT department has completed two free network assessments. These network assessments have provided further insight into upcoming network infrastructure planning. Our intent is to utilize the information provided in these assessments to help with a network infrastructure upgrade next summer that will be offset with Category two funding from Erate.

The IT department continues to address help tickets in a timely manner.

L. PAEC Events

1. April Upcoming Events

2. Retirement Tea will occur on Tuesday, May 16, 2023 from 3:00 PM to 4:30 PM in the PAEC Center Gym. Our 2023 Retirees are:

- Angela Forgione – employed 24 years.
- Dayle Ashley-Harding – employed 34 years.
- Denise D'Hooge – employed 17 years.

3. PAEC Academy

- Easter Basket Raffle
- Soccer Game
- Hollywood Nights
- Watermelon/Green River Floats

4. PAEC HS- “My Block My Hood My City” Field Trip to Hancock Building 360 Exhibit

M. FOIA Request

PAEC received a FOIA request to obtain copies of public records relating to the PAEC Transition Program.

N. PAEC Graduation Dates

PAEC Center will be having Graduation on:

- Transition Program: May 23rd @ 1 pm
- High School: May 24th @ 1 pm
- Elementary: May 25th @ 1 pm

PAEC Academy: May 25th @ 10 am

PAEC Elementary: May 25th @ 6 pm

PAEC High School: May 24th @ 6 pm

O. PAEC Program Updates

**PAEC Business Office-Dr. Sherry Whitaker- Business Manager, CSBO**

The **Business Office** continues to work on the FY23/24 budget. Meetings have been scheduled with budget managers and leads responsible for the final numbers. Budget cost-sheets, files and related information are being gathered and organized. The Business Manager/CSBO has met with the Coordinator of Buildings & Grounds and the Coordinator of Technology to determine needs, including capital for the upcoming year.

The business office continues to prepare for the FY22/23 annual audit by working with the Actuary and compiling the necessary documents and or datasets needed to complete this in a timely manner.

Audit refund checks are scheduled to be disbursed April 15, 2023; May15, 2023 and the final is expected to go out June 15, 2023.

EBC Insurance meetings were held in March, renewal rates for FY23-24 in comparison to FY22-23 are below.

## PAEC Renewal Rates

July 1, 2023 through June 30, 2024

LIFE		2022-23	2023-24	Increase
Active Life		\$ 0.095	\$ 0.095	
AD&D		\$ 0.010	\$ 0.010	
MEDICAL				
HMO Illinois				
	<b>HR1949</b>			
	Employee	\$ 599.87	\$ 650.86	<i>Renewal: 8.5% Non-grandfathered</i>
	Family	\$ 1,713.39	\$ 1,859.03	
	Medicare Employee	\$ 599.87	\$ 650.86	
	Medicare Family	\$ 1,199.75	\$ 1,301.73	
	Retiree over 65	\$ 599.87	\$ 650.86	
	Retiree over 65 and Spouse over 65	\$ 1,199.75	\$ 1,301.73	
	Retiree over 65 and Spouse under 65	\$ 1,199.74	\$ 1,301.72	
	Retiree under 65	\$ 599.87	\$ 650.86	
	Retiree under 65 and Spouse under 65	\$ 1,713.39	\$ 1,859.03	
	Retiree under 65 and Spouse over 65	\$ 1,199.74	\$ 1,301.72	
	Retiree and Spouse + Child/Children	\$ 1,713.39	\$ 1,859.03	
	Retiree over 65 + Child/Children	\$ 1,199.74	\$ 1,301.72	
	Retiree under + Child/Children	\$ 1,713.39	\$ 1,859.03	
PPO Plan				
	<b>P98380</b>			
	Employee	\$ 926.23	\$ 1,031.82	<i>Renewal: 11.4% Non-grandfathered</i>
	Family	\$ 2,839.69	\$ 3,163.42	
	Medicare Employee	\$ 926.23	\$ 1,031.82	
	Medicare Family	\$ 1,852.47	\$ 2,063.65	
	Retiree over 65	\$ 926.23	\$ 1,031.82	
	Retiree over 65 and Spouse over 65	\$ 1,852.47	\$ 2,063.65	
	Retiree over 65 and Spouse under 65	\$ 1,852.46	\$ 2,063.64	
	Retiree under 65	\$ 926.23	\$ 1,031.82	
	Retiree under 65 and Spouse under 65	\$ 2,839.69	\$ 3,163.42	
	Retiree under 65 and Spouse over 65	\$ 1,852.46	\$ 2,063.64	
	Retiree and Spouse + Child/Children	\$ 2,839.69	\$ 3,163.42	
	Retiree over 65 + Child/Children	\$ 1,852.46	\$ 2,063.64	
	Retiree under + Child/Children	\$ 2,839.69	\$ 3,163.42	
DENTAL				
303341-0020	Employee	\$ 27.98	\$ 28.01	<i>Renewal: .1%</i>

**Human Resources (HR)** department continues to perform its regular duties of managing benefits, organizing background checks, and new hire paper work. HR continues to research the erroneous charges from the unemployment office due to global fraud. The department is currently gathering information for Open Enrollment later this year. Below are some other details:

- onboarded 5 new hires (3 perm, 2 contract)
- processed 4 terminations (3 perm employees, 1 contract)
- processed 1 new FMLA case
- processed 2 new workers comp case

### **Buildings & Grounds (B&G)**

While completing the regularly scheduled duties such as cleaning and maintenance, the Department continues to address daily custodial needs, while focusing on health and safety. Some of the work done are as follows:

- Fuller Lock replaced 2 exterior door closers at Early Childhood doors 1A
- Plow and salt spreader have been removed from the plow truck
- Power washed all restrooms with Ecolab caddy over spring break

Spring projects are currently in progress. The team is focused on winterizing the equipment.



- Seeding and applying weed & feed
- Prepping of winter equipment for storage
  - ice melt spreaders
  - snow blower & shove

### **PAEC Early Childhood Program**

The Early Childhood program had a lot of excitement this month. We had children exit the program and others came in to take their place. The evaluation team tested four children and three qualified for the program and will be starting in April. We also celebrated World Down Syndrome Day with the staff and students coming to school in silly socks or Blue and Yellow to show our love and respect to all the wonderful people in our community that have Down Syndrome. Please enjoy the pictures.

On March 16 and 17 our social worker, Monette Carlos, held the first of 3 toilet training sessions. On March 16 the session was presented bilingually in the morning and Evelyn Carreto interpreted for the grandparents that joined us to support their grandchildren's road to independence in the bathroom. On March 17 in the afternoon the training was in English only. Everyone had a great time learning how to help their little ones with this very difficult task. The next training sessions are scheduled for April 13 and 14.

Mrs. Webb's class also received a much awaited new addition to the class, Life Size Magna tiles. It has brought the children together to build cooperatively. They are very grateful for the funds that are provided in order to allow us to purchase these expensive but beneficial toys for the class.

This month the students learned the following academic concepts:

The 1st week they reviewed:

**Colors:** Brown, Yellow, and Red

**Shapes:** Diamond, Rhombus, Circle, Square

**Letters:** Q, E, J

**Numbers:** 6, 7, 8

The 2nd& 3rd week they reviewed:

**Colors:** Blue and Green

**Shapes:** Triangle and Rectangle

**Letters:** X, Y

**Numbers:** 6,7,8

### **PAEC Therapeutic Day Elementary School**

The month of March includes March Madness for the NCAA, and it also includes Springing into Spring Break Madness. The 7<sup>th</sup> graders have been working really hard on learning the different parts of the Constitution in preparation for the Constitution test. The 8<sup>th</sup> graders have had a lot of fun learning about Geometry and the measurement of angles. The computer class along with science classes worked on the season of Spring and what changes take place in nature.

PAEC Elementary fundraiser just ended and we received a lot of games and athletic equipment.

The 5<sup>th</sup> grade – 8<sup>th</sup> grade students just completed their basketball season and received a plaque for their season. (see attached picture) The students have started practicing for the upcoming soccer season. The students will have practice twice a week. The practices focus on learning the fundamentals and how to play a team sport.

The staff will continue participating in weekly team meetings to review the progress of

social/emotional and academic interventions. The teams have continued to work with district teachers to assist the students that are currently during a part-time transition at their home school.

There were 4 student timeouts and 2 isolations. There was no police report for the month of March.

### **PAEC Academy at Divine Infant**

We are busy planning for the 2023/2024 school year. I have met with the teachers to discuss what they need for their classrooms next year. We are setting up training for August in order to train teachers on the new Guided Reading Program that we just purchased. We are currently discussing what we can do with our math curriculum to make it more effective.

We are talking about class lists for next year. We have had about ten families come through PAEC Academy to see if it would be a good fit for their child. Until we know how many Kindergarten students will be coming to us, class lists are hard to determine. We are also working on class rosters for summer school.

On March 17<sup>th</sup>, St. Patrick's Day, the students had Green River Floats. The students had a great time. We also had our last raffle, which made \$508.00. In April we will be going on a field trip to Hillside Bowling Alley. All of the students will bowl two games. Our Eighth graders will be going to Medieval Times in Schaumburg. All of the students are very excited about the trips.

We will be administering the IAR state test when we return in April. Our bowling trip will be a reward for all of the students completing the testing. Fastbridge scores are recorded and teachers are getting ready to send out report cards for the third quarter. All of the students are showing progress academically as well as socially. Teachers are meeting remotely for parent-teacher conferences.

### **PAEC Center**

March was Women's History Month! Classrooms chose a woman or group of women to celebrate and commemorate this month. The displays were throughout the hallways, on the doors, and on bulletin boards. Some were interactive, all were informative.

St. Patrick's Day was also celebrated. Students were treated to Green River Floats on the afternoon of St. Patrick's Day.

The DLM testing window has opened. Teachers have begun these assessments which are scheduled through May 10th.

Unique Lessons instituted Physical Sciences. Teachers in the elementary classrooms introduced lessons on light and sound. High school students continue to work on the Project Discovery curriculum.

Teacher and paraprofessional observations have been completed.

Students continue to go to job sites as part of the Vocational training program.

ACCESS testing was completed.

Quarterlies were completed and sent home to parents.

Spring Break was highly anticipated by staff and students alike.

### **PAEC Center Vocational Program/Transition Program**

We currently have **9** students employed competitively. Unemployed students are directed to apply for competitive employment via 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:**

	<b>Employment</b>	<b>Hours</b>	<b>Job</b>
1	Dollar Tree	20-25 hrs per week	Sales Associate
2	The Pearl of Hillside	14 hours per week	Activity Aid
3	Jewel	20 hours	Bagger/Stocker
4	White Castle	16-20 hrs per week	Stocker/Maintenance
5	PF Chang/Graphic Design Classes (Coursera)	20-25 hrs per week	Dishwasher
6	Food4Less	15-20 hrs per week	Courtesy Clerk
7	Marshalls	15-20 hrs per week	Store Cleaning Associate
8	Portillos	20-25 hrs per week	Dishwasher
9	Goodwill	15-20 hours per week	Store Clerk

Students are continuing to volunteer at New2You, Meals on Wheels, Catholic Charities, Sarah's Inn and PAEC Academy.

We have additional students enrolled that 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**

We completed the NWEA Map Assessment for Reading, Language Arts, and Math. The staff will review the student's scores with them and go over their recommendations to have them accelerate their progress for the spring assessment, which will be given at the beginning of May. We had eight students that we recognized and celebrated that increased their scores anywhere from six to twenty-two points better on one or more tests for the winter assessment. Currently, we are preparing to start our fourth quarter and take the PSAT/SAT on April 12. Two students showed off the project that they completed in the third quarter for their Sculpting Class. Finally, a few students made a display in the hall to recognize Women's History Month.

### **Transitioning Students**

The students are making progress to continue to meet the mainstream criteria. PAEC staff continues to keep track of the quarterly progress which is reflected by the student's point sheets and grades. Once a student meets the criteria the IEP Team will meet to discuss possible half-time or full-time transitioning. Currently, Proviso wants students to transition only at the start of a new Semester.

### **Maintenance of the building**

The school continues to be cleaned and sanitized daily to prevent potential COVID exposure. If a student tests positive for Covid, we clean and sanitize the area immediately. We had no positive covid tests in March.

Physical Management & Time Out	0
Police Calls	0
Restorative Meeting	3
Ambulance	2

**22-23 Enrollment =49 Students**

### **PAEC Therapeutic Day High School Vocational Program**

#### **Updates**

Mr. Loving reports that all the worksites are going well - Zagone Studios (0 students), Firehouse Subs (2 students), Hilton Garden Inn (5 students), and the Custodial Program (4 students). We continue to have two students participating in the lunch program and two students earning community service hours through the breakfast program.

Mr. Loving states that the mentor program with Proviso Township Youth Program has started. A total of 8 students are participating with half assigned on Mondays and half on Wednesdays. So far it is going well.

Mr. Loving states that the Financial Literacy Workshops with Wintrust Bank have started. There are a total of 12 students participating, split between two - one-hour sessions each week. It is going great.

Ms. Maloley started working with Mr. Loving after school though thus far only one student has taken advantage of the job assistance program. This student has already received an interview as a result of his participation. Other students have voiced an interest though they have yet to stay.

Dr. Bujalka continues to meet with students to complete their Transition Planning Questionnaire and interviews, interest inventories, the Casey Life Skills Assessment, and resumes. Dr. Bujalka gives the seniors extra time to work on establishing their post-secondary goals. Planning events based on our students' transition goals for this semester is underway. All PSAT/SAT accommodations requests have been submitted.

On the evening of 03/01/2023, 10 students and 5 staff attended the Loyola Men's Basketball Game. Fun was had by all. Loyola provided transportation and food. The representative from Loyola stated that she would continue to include us in events!

Former Student Updates - none

#### Upcoming Events

04/12/2023 - PSAT/SAT (Accommodated Window 04/13-04/25)

04/28/2023 - Post-Secondary Options Fair

05/05/2023 - Career Day

#### **Creativity Club**

**Ms. Allen and Dr. Bujalka**

After taking a break, Creativity Club resumed on 03/14/2022. We have been starting with a mindfulness activity and the students have been choosing their activities including making slime, paper quilling, origami, painting, and drawing. We continue to enjoy food together.

#### **Explorers Program through My Block. My Hood. My City.**

**Ms. Allen**

We had our first event Thursday 03/24/2023. It was fantastic. Three of their staff picked us up at school and took us to the Hancock Building, the 360 exhibits on the 94th floor. Despite some fear of heights the students had a great time and pushed through to participate in the experience. They also treated us to lunch at Shake Shack downtown. Only positive feedback was given and we are all looking forward to our next adventure (not yet scheduled but likely to be in April).

#### **PAEC Intervention Team**

The current focus that remains within the Behavior Intervention Team is establishing a consistent system to keep track of all student records. The Coaches will compile, organize and maintain all of their assigned student/classroom files. Once Coaches have completed their interventions with their assigned students/classrooms, all files will be stored at PAEC Center. The Behavior Intervention Coordinator will keep records of student files in the office which will allow educators to easily access previous observations, data and intervention plans if and when necessary.

The Behavior Intervention Team will be engaging in an RTO Rules and Regulation Training Module through the Center for Intensive Behavioral Support during the month of April.

**Total number of PAEC Behavior Intervention Coaches: 11**

**There were a total of 2 individual student referrals submitted.**

**There were a total of 0 classroom referrals submitted.**

#### **District 803 - PAEC Academy**

The 2nd grade student referral submitted in October is currently still assigned to a Behavior Coach. The assigned Coach continues to work with him to maintain focus and engagement during classroom lessons as well as eliminating his desire to draw inappropriate designs on his homework. The Coach's goal within the last month has been to help him adopt positive coping strategies when he is frustrated, as she will soon phase out of the classroom.

A Behavior Coach was assigned to a classroom referral submitted in October of 2022. The Coach has been diligently working with the Teacher and TA's to enforce a strict intervention,

as there are currently more than 5 students who exhibit behavioral concerns.

There will be a student from Jefferson Elementary transferring to PAEC Academy during the month of April. Coaches Assigned to PAEC will work closely with the student and Teacher to create an appropriate behavior plan for a successful transition.

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

Jefferson Primary - Coaches have implemented an all-hands-on-deck approach to assist Teachers in the pre-k classroom. The team continues implementing interventions of reducing wandering and defiant behaviors.

The referred Kindergarten student has significantly reduced his inappropriate behaviors (touching other students) due to the interventions implemented at school and within the home.

**District 92** - Lindop School

The second grade referral that was submitted in January has been assigned a Coach. The Coach is working with the student on regulating bodily movements and moving towards becoming more independent with her work.

A Behavior Coach has been assigned to the first grade student referred in February. The Coach works hands on with the student to maintain focus during classroom lessons, lessen the chatter with peers and reduce verbal disruptions.

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

Lincoln Elementary - The Kindergarten student referred in February was removed from the school by his parents and will no longer need support from the behavior team.

Two Coaches continue to provide behavior support for the entire second grade class.

Grant Primary - Assigned Coach continues to work with the Kindergarten student and reports that he has significantly improved his destructive and impulsive behaviors. The Coach will continue to help the student strengthen positive strategies.

Grant Elementary - The Coach assigned to second grade referral reports that his negative behaviors have reduced drastically within the classroom, as the parents has played a significant role in implementing interventions in the home.

**District 93** - Hillside Elementary

The student in Early Childhood continues to show improvement in his disruptive behaviors. The assigned Coach recently participated in a meeting regarding the student and it was documented that the parents prefer to have the Coach work with their child for an extended period.

The Special Education Coordinator has reached out to receive support from a Coach in regards to a student that was previously receiving behavioral support. The Coach will be

providing behavioral intervention refreshers to the PA's as a form of support for the student.

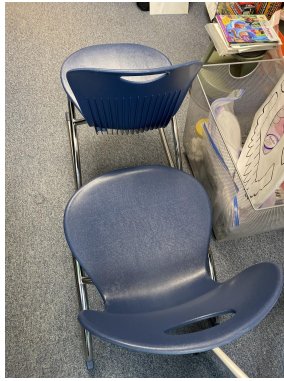
**District 209** - Proviso East High School | Proviso West High School | Proviso Mathematics and Science Academy

Proviso East- There is currently one Coach assigned to Proviso East who continues to work closely with the junior and senior grade level Principals. Proviso East is requesting a bilingual candidate to support the needs of their students.

Proviso West - Currently four Coaches assigned. They work well as a team and continue to work closely with grade level Principals. The team works together to operate the in-school suspensions room, taking two periods at a time to cover until a specific personnel is hired full-time to operate the room.

**PAEC OT/PT Department**

1. The AT Team continues to conduct SETT meetings to come up with appropriate assistive technology to address educational needs for their struggling students.
2. The AT Team attended a staff meeting on 3-1-23 in-person and via Zoom from 8:30 AM - 9:30 AM.
3. The AT Team attended the Infinitec West Coalition meeting on 3-01-23 at Marquart Administrative Building, 1860 Glen Ellyn Rd, Glendale Heights, IL 60139 from 12:00 - 3:30 PM.
4. The OT/PT/AT Lead met with the PAEC Speech and Language Lead and representatives from the Spotter agency in order to discuss contracts of staff at Spotter for the 2023-24 SY on 3-02-23.
5. The Lead OT/PT/AT continues to participate in the Special Events Committee Meeting for PAEC Center on 3-02-23 via Google Meets from 8:00 - 8:30 AM..
6. The Lead OT/PT/AT continues to participate in the Prom Committee Meeting for PAEC Center on 3-03-23, 3-10-23, and 3-17-23 via Google Meets from 8:00 - 8:30 AM..
7. The OT/PT Department attended a staff meeting on 3-09-23 in-person and via Zoom from 11:30 am - 1:30 pm in the PAEC Center Board Room.
8. The AT Team and other related staff members attended the Infinitec Practitioner's Conference on 3-14-23 on Zoom from 8:30 - 3:30 PM.
9. There were no Clinics this month for Wheelchairs and Orthotics due to Spring Break schedules.
10. Currently, the OT/PT/AT Lead is working on budgeting and FTEs for staff for the next school year.
11. Some equipment that came the last couple of months that was ordered were Virco Chairs, Edutray for cube chairs, Small Gait Belt with handles for easier access for staff, and a Nimbo reverse walker with seat. See pictures below



### **PAEC Psychologist Department**

Ms. Alison Zdarsky has accepted a school psychology internship position for the 2023-2024 school year. She will be supervised by Dr. Michael Cermak full-time for the entire school year.

Dr. Michael Cermak with his practicum students Ms. Elizabeth Ellingsworth and Ms. Emily McDowell, have been conducting anger management group and individual counseling with several students at MacArthur Middle School. In addition, they have been providing academic intervention support to several 4th grade students at Sunnyside Intermediate School.

Ms. Dayle Ashley-Harding with her practicum students Mr. Griffin Ross, Ms. Daisy Bautista, and rotation intern, Ms. Briana Washington have been completing Check-In/Check-Out with several students at Hillside Elementary School. They also have been providing academic and social-emotional interventions for students at Hillside.

### **PAEC Social Work Department**

1. Ms. Mandy Ross, LCSW (PAEC School Social Worker-Proviso East High School), planned and coordinated the Signs of Suicide program at Proviso East High School, including the follow-up with Elyssa's mission. Ms. Ross created and administered evaluation forms to teachers who participated.
2. Ms. Donna Kuchera, MSW (PAEC School Social Worker-Proviso West High School) joined as a n active member of the newly formed Proviso Township School District's group called the Wellness Warriors. Ms. Kuchera will be one of 3-4 contact persons for parents to contact, should there be a need for Outside Clinical resources, Support Groups, Counseling, Social Service Agencies, Hotline numbers, Food Banks, etc. While, at Proviso West, there are parent advocates in the building to assist with many areas of need, the Wellness Warriors focus on the fact that social workers are best suited to field the needs that are more clinical in nature. The plan is to have one social worker



that is doing this in each building; therefore, Ms. Kuchera will be the identified social worker at Proviso West, Ms. Mandy Ross will be the identified social worker at Proviso East and Ms. Watt will be the identified social worker at PMSA. Mr. Treavon Burton, psychologist, will be inviting persons inside and outside the school building that he believes have the expertise in various identified areas of need.

3. Ms. Lisa Allen, LCSW; Ms. Dana Gutmann, LCSW; and Ms. Lisa Pirrello, LCSW (PAEC School Social Workers-PAEC High School Therapeutic Day School) continue to provide social work services to the students on their caseload and have been working with the students on the following: coping with grief/trauma, problem solving skills, using community resources, responsible decision making skills, self-awareness, healthy boundaries and conflict resolution.
4. Ms. Monette Carlos-Barnes (PAEC School Worker-PAEC E.C. Program) hosted another parent meeting, whereby the topic of Potty Training was covered. 15 parents participated, with Ms. Carlos creating various visuals for the parents in attendance. . Additionally, Ms. Carlos-Barnes has been working with the children in her social skills group on the following topics: listening skills and playing functionally with zoo animals.
5. Ms. Kenya Dockens, LCSW (PAEC School Social Worker-Hillside School) has participated in the planning of the SEL Curriculum, school-wide initiatives and prevention activities (i.e., Executive Functioning Skills Curriculum, Grief and Loss Curriculum, Erin's Law, Bullying Prevention, Dessa SEL winter benchmark reviews, etc.). Ms. Dockens has been facilitating the ASAP Leadership Group, with the students displaying pictures and posters around the school in celebration of Women's History Month. Additionally, Ms. Dockens has been co-facilitating a 5<sup>th</sup> Grade Social Thinking Group with the speech teacher, whereby they are currently focusing on perspective-taking, as well as participated in the planning of Hillside School's April Career Day, the May Diversity Fair and facilitated the Erin's Law intervention for the 5<sup>th</sup> grade using the 2<sup>nd</sup> Step Child Protection Unit.
6. Mr. Michael Irgang, MSW and Ms. Lindsey Holsten, LCSW (PAEC School Social Workers-PAEC Elementary) continue to provide individual/small group social work sessions to the PAEC Elementary Students, incorporating good sportsmanship, dealing with sad feelings, managing anger mindfulness & feeling calm activities during social skills groups. Both social workers continually contact parents to address care coordination and to provide additional resource information for parents to consider.
7. Ms. Jill Collins, MSW and Mr. Saumil Patel, MSW LCSW (PAEC School Social Workers-PAEC Center School) have participated in the coordination and planning of bringing the Answer Inc., Bullying Prevention Program to PAEC Center School. Additionally, both social workers have been participating in the coordination and planning of the upcoming PAEC Center Prom, as well as Women's History Month Celebrations and Activities. Ms. Collins and Mr. Patel, are, also, members of the PAEC Center School Special Events Committee. Mr. Saumil Patel, Co-Chair of the PAEC School Social Work Crisis Committee, facilitated a meeting with the membership on March 14, 2023.
8. 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 2022-23 School Year. Additionally, Ms. Pirrello has completed and submitted the PAEC Social Work Dept. Budget for the 2023-24 school year.

9. The next PAEC School Social Work Department Meeting and Virtual In-Service is scheduled:

Date: Friday, April 21, 22023  
Time: 10am-1:30pm  
Topic: Sensory Processing Differeces  
Speaker: Amy Nelson, LCSW RPT-S,

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

#### **PAEC Speech/Language Department**

- The Lead SLP attended the Northern IL SLP Coordinators meeting on Friday, March 10th. Topics discussed included shortages of SLPs and how districts and cooperatives are working to handle these situations, MTSS and how this impacts SLPs caseload/workload, gestalt language learners, required trainings, resource sharing, and more. The final meeting for the year will be hosted by NTDSE on May 5th, 2023.
- Several SLPs attended the Infinitic Practitioners Conference on March 15th via Zoom. The program was free for us as coalition members and had lots of opportunities for learning more in the areas of AAC and Assistive Technology.
- The Lead SLP is in the process of hiring 2 SLPs for D88- Lincoln Primary and Grant Primary. Sue Wolff, monolingual SLP will be contracted to cover at Lincoln Primary beginning in early April.
- The next S/L Department meeting will be held on April 18 at 11:30 am in the PAEC Center Board Room.

#### **PAEC Special Olympics**

The soccer season is in full swing. Our high school teams, the Blazers and the Storm, have had one game. All 3 of the soccer teams (2 High school and 1 junior-Academy) have games on 3/21. We will all be traveling to Cove school on 4/4 for another game. We have a mini-tournament in St. Charles scheduled for 4/8 in which all of our teams will be participating. Then we will be hard at work during our remaining practices getting ready for our state qualifying tournament on 4/23 at Hinsdale South High School.

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

#### **VIII. BOARD CORRESPONDENCE**

#### **IX. 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.***

**X. NEXT MEETING**

The next PAEC Executive Board meeting is scheduled for Thursday, May 11, 2023. District #88 will be facilitating the meeting.

**XI. ADJOURNMENT**

*Recommended Motion:*

I moved to adjourn the meeting at \_\_\_\_AM for lack of further items to discuss.

MJ/TL