

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 6:00 PM
FEBRUARY 21, 2024
MINUTES**

I. ROLL CALL

Ms. Dorothy Clark-Smith, President of the Governing Board called the meeting to order at 6:09 PM.

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Present
District 92	Mr. Brian Dawson	Present (arrived 6:16 pm)
District 93	Ms. Kim Shed-McLaurin	Present
District 209	Ms. Sandra Hixson	Present

Also present: Mr. Michael James (PAEC Executive Director), Dr. Paul Starck King (PAEC Interim CSBO/CFO), and Mrs. Trainette Latham (PAEC Recording Secretary).

II. AUDIENCE PARTICIPATION

None

III. APPROVAL OF GOVERNING BOARD MINUTES

Recommended Motion:

Ms. Hixon moved to recommend to the Governing Board to approve the minutes of January 17, 2024 as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

IV. APPROVAL OF CONSENT AGENDA

Recommended Motion:

Ms. Hixon moved to recommend to the Governing Board to approve the Consent Agenda, which encompasses agenda items regarding (V) Payroll, (VI) Bills, and (VII) New Business as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

V. APPROVAL OF PAYROLL

Confirmation of payroll (excluding required employer deduction)

**PAYROLL AGENDA
JANUARY 2024**

	<u>GROSS</u> 1/12/2024	<u>FICA</u> 1/12/2024	<u>RETIREMENT</u> 1/12/2024	<u>BENEFITS</u> 1/12/2024	<u>TOTAL</u> 1/12/2024
Education Fund	\$ 479,821.06	\$ 20,155.87	\$ 12,915.25	\$93,507.85	\$ 606,400.03
Building Fund	\$ 15,258.38	\$ 1,161.06	\$ 614.91	\$2,798.29	\$ 19,832.64
TOTALS	\$ 495,079.44	\$ 21,316.93	\$ 13,530.16	\$ 96,306.14	\$ 626,232.67

	<u>GROSS</u> 1/31/2024	<u>FICA</u> 1/31/2024	<u>RETIREMENT</u> 1/31/2024	<u>BENEFITS</u> 1/31/2024	<u>TOTAL</u> 1/31/2024
Education Fund	\$ 482,204.13	\$ 20,052.45	\$ 12,918.08	\$99,146.34	\$ 614,321.00
Building Fund	\$ 15,574.44	\$ 1,185.25	\$ 627.65	\$3,031.02	\$ 20,418.36
TOTALS	\$ 497,778.57	\$ 21,237.70	\$ 13,545.73	\$ 102,177.36	\$ 634,739.36

	<u>GROSS</u> 1/31/2024	<u>FICA</u> 1/31/2024	<u>RETIREMENT</u> 1/31/2024	<u>BENEFITS</u> 1/31/2024	<u>TOTAL</u> 1/31/2024	
Education Fund	\$ 18,501.21	\$ 842.11	\$ 512.53	\$0.00	\$ 19,855.85	ATTENDANCE INCENTIVES 1ST PAYMENT
Building Fund	\$ 1,250.00	\$ 95.64	\$ 50.40	\$0.00	\$ 1,396.04	
TOTALS	\$ 19,751.21	\$ 937.75	\$ 562.93	\$ -	\$ 21,251.89	

Recommended Motion:

Ms. Hixon moved to recommend to the Governing Board to approve the payroll as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

VI. APPROVAL OF BILLS

1. Payable P-Card Listing- Information is attached. (Voucher #1154)
2. Payable Listing-Information is attached. (Voucher #1155)
3. Payable Listing-Information is attached. (Voucher #1156)

Recommended Motion:

Ms. Hixon moved to recommend to the Governing Board to approve the bills as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

VII. NEW BUSINESS

A. Approval of Employment/Resignation/Terminations

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

Ana Landmeier, Social Worker, PAEC Center, \$57,538, effective 1/29/24
Kayla Jordan, Program Assistant, PAEC Center, \$22,721, effective 1/26/24
Jennifer Anne Metz, Part-Time SLP, Whittier, \$42,730.80, effective 1/8/24
Taylor Rogers, 1:1 Program Assistant, PAEC Elementary, \$21,704, effective 1/17/24
Reuben D. Hassan, Program Assistant, PAEC High School, 421,704, effective 2/5/24

Resignations

Keyuna Wilson, 1:1 Program Assistant, PAEC Center, effective 1/19/24
Seaquitta McClinton, 1:1 Program Assistant, PAEC Center, effective 1/29/24
Alexis Lomax, Program Assistant, PAEC Early Childhood, effective 1/26/24
Shareece Keefer, 1:1 Program Assistant, PAEC Center, effective 1/11/24
Kamilah Mobley, Program Assistant, PAEC Center, effective 2/29/24

Transfers

Kiheria Martin, 1:1 Program Assistant, switched student, PAEC Center, effective 12/18/23
Keyuna Wilson, 1:1 Program Assistant, switched student within PAEC Center, effective 12/4/23
Kayla Jordan, from Program Assistant to 1:1 Program Assistant, PAEC Center, effective 1/29/24
Seaquitta McClinton, 1:1 Program Assistant, PAEC Center, effective 1/29/24
Lynn Maloley, from Perm Sub-Teacher to Vocational Counselor, PAEC High School, effective 12/4/23
Trena Ellis, 1:1 Program Assistant, from PAEC Center CCA to Autism Program, effective 2/1/24
Gwen Washington, 1:1 Program Assistant, PAEC Center Autism to CCA Program, effective 2/1/24
Kamilah Mobley, 1:1 PA to Floater Sub PA in PAEC Center Autism, effective 2/5/24
Crystal Green, 1:1 PA, PAEC Elementary, switching student in different district, effective 2/20/24

Terminations

Brianna Westmoreland, 1:1 Program Assistant, PAEC Center, effective 12/8/23

Recommended Motion:

Ms. Hixon moved to recommend to the Governing Board to approve the Employment, Resignations, Transfers, and Terminations as presented. Ms. Shed-McLaurin seconded the motion.

→ Typo Correction for Mr. Reuben D. Hassan's salary should be \$21,704

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

B. FMLA Requests

Ms. Evelyn Carreto, Administrative Secretary, has requested an Intermittent FMLA due to personal reasons. Ms. Carreto is requesting this leave to begin February 2024 and will be utilizing available sick and vacation days during this leave.

Recommended Motion:

Ms. Hixon moved to recommend to the Governing Board to approve the Intermittent FMLA request of Ms. Evelyn Carreto to begin February 2024 and she will be utilizing available sick and vacation time during this leave as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

C. Contractual Agreements

1. Ahs Staffing (PediaStaff)-Isis Martin (Occupational Therapist)- \$85 per hour & \$127.50 overtime
2. Maxim (School Division)- Ana Bry (Paraprofessional)-\$40 per hour & \$60 overtime
3. Spotter- Antoinette Thompson (Remote SLP)- \$84 per hour

Recommended Motion:

Ms. Hixon moved to recommend to the Governing Board to approve the contractual agreements from Ahs (Pedia Staff) for Isis Martin at bill rate \$85 per hour & \$127.50 for overtime, Maxim (School Division) for Ana Bry at bill rate \$40 per hour & \$60 overtime, Spotter for Antoinette Thompson at bill rate \$84 per hour as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

D. PAEC 2024-2025 Budget Calendar

Recommended Motion:

Ms. Hixon moved to recommend to the Governing Board to approve and adopt the Fiscal Year 2024-2025 Budget Calendar as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

E. Extended Vacation

Recommended Motion:

Ms. Hixon moved to recommend to the Executive Board to approve the extended vacation for employee MA62526 for a total of thirteen days as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Absent
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

3 Ayes, 2 Absent- Motion Carried

VIII. **EXECUTIVE BOARD REPORT**

The Executive Board meeting was held on Thursday, February 8, 2024. Those present included: Dr. Dan Sullivan and Dr. Nicole Spatafore from District #87, Ms. Rosalind Banks from District #88, Dr. Janiece Jackson and Ms. Nicole Keefer from District #92, Dr. Kevin Suchinski from District #93, and Ms. Ramonda Fleming from District #209.

Also present included: Mr. Michael James, Mrs. Vanessa Schmitt, Dr. Paul Starck-King, and Mrs. Trainette Latham from PAEC Administration.

The Executive Board reviewed and recommended approval of all the items on the agenda.

IX. DuPage/WEST COOK REPORT

Information is included in the board packet.

X. COMMITTEE REPORTS

There are no committee reports at this time.

XI. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

A. Current District Child Count 2023-2024

Information is attached.

B. Current Enrollment and Classroom Staffing Patterns 2023-2024

Information is attached.

C. Projected District Child Count 2024-2025

Information is attached.

D. Projected Enrollment and Classroom Staffing Patterns 2024-2025

Information is attached.

E. Transition Reports

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

F. Initial Referrals

Information is attached.

G. Police Reports

There were two police calls made at PAEC High School in January.

H. PAEC Activity Fund

Information is attached.

I. PAEC Events

1. PAEC February Upcoming Events
2. PAEC January Employees of the Month
Dina Pickett-Behavior Interventionist
Gloria Washington- Psychologist
Chance Manzo-Teacher
Debby Bujalka-Social Worker
Michael Woodard-Courier/Maintenance
Kristin Lockwood- OT/PT
Samantha Glickman-SLP

Monette Carlos-Monette-Social Worker
Troy Edwards-Program Assistant
Cody Hurder-SLP
Amy Farley-PT
Patricia Carter-Payroll
Donna Haney-Teacher
Catherine Williams-Teacher

3. PAEC High School Proleague Pictures
4. PAEC Academy "Tigers" Meeting with Coaches & Mrs. Schmitt
5. IT Department Working at PAEC Academy
6. PAEC Academy Dress Like a Snowman & 100th Day of School

J. PAEC Administrative Department Updates

PAEC Technology Department

The technology department is still hard at work with our new phone system. All mainlines are now working as intended. A few physical phones came in damaged, and the LED screens burned out. Comcast will be sending replacements for all of these. Comcast also sent out a Comcast Trainer to train our staff, which went great.

We continuously address help tickets in a timely manner.

- Mr. James mentioned that we are still having some issues with Comcast regarding the phone number at PAEC Academy. The original number is still ported with AT&T, and we have been trying to get it connected with Comcast.

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

Facilities Committee Meeting

Summer School 2024- Payment by Members Recommencing

Audit- Delayed to March

Food Service Bid Process

- Dr. Paul Starck King mentioned that it has been requested that at least one member of the Governing Board participates on both the Facility Committee and Technology Committee. Ms. Clark-Smith volunteered to be part of both committees.
- Dr. Starck King also informed the Governing Board that at the Executive Board meeting the Superintendents were made aware that ESY Tuition will resume for the member districts. In the past two years, ESY has been funded via ESSER III.
- Dr. Starck King also mentioned that there have been delays with the Auditors. However, an audit presentation will be at the March 2024 board meeting. He also mentioned that we have been getting the approval for the Food Service Bid. Our current food vendor (Open Kitchens) is interested in continuing being our vendor, so they will be bidding.

PAEC Human Resources (HR) Department

- Completely onboarded 6 new hires (including new hire paperwork, benefits presentation, contract production)
- Processed 6 termination (4 perm employee, 2 contract)
- Processed 2 student interns
- Completed ACA audit project
- Completed ISBE Teacher Salary Study
- Participated in Business Office Meeting
- Participated in EBC Pre-Renewal (Benefit Rates) Meeting
- Processed 1 new FMLA cases
- Managed 7 new Workers Comp cases
- Continue managing process for IDES/unemployment claims & bill

PAEC Buildings & Grounds Department

ITR completed the installation of an audio-visual system in the PAEC Center gym. There is a ceiling-mounted projector with a wireless microphone for use in meetings, presentations, and listening to music during gym class. KCW was called out for several repairs to our 1636 S. 10th building to make repairs to the package units. The units require repair and are 4 years past useful life. Each unit costs about \$40,000 to install.

K. PAEC Program Updates

PAEC Academy at Divine Infants

January has been challenging with the weather, but staff and student attendance numbers remained high. Our new phone system is almost complete and will be a well needed upgrade from our old phone system. Our social work office was repaired over the winter break, and it looks wonderful; even the students commented on it.

Access Testing has begun and should be completed next week. We are preparing for IAR testing which will be coming up soon. We continue to welcome new students to our program and are currently working

toward transitioning another student back to his district. We will be meeting as a team to discuss our needs for the 2024-2025 school year. We are also working on projections for the upcoming school year.

This month PAEC started an employee of the month in each program. Our employee of the month is Mr. Cody Hurder, who is our Speech/Language Pathologist. Mr. Cody truly cares about all of the PAEC Academy students and will assist in any way possible. He often makes social stories and provides visual cues to help students learn to regulate their bodies. Students, parents, and staff respect and appreciate him. I have never known him to say an unkind word. He is a great role model for our students and an amazing individual. Congratulations Mr. Cody!

Teachers are starting the Black History celebration. Pictures of projects will follow later in the month. We are also taking our yearly Bowling field trip, which coincides with the P.E. bowling unit. Students will go to Hillside Bowl in the morning and have a pizza party when we return to school. Our basket raffle will be starting next week. Nurse Sheri has been busy putting together all of the baskets. Students love the raffle. Staff members donate all of the toys, books, etc. Earlier this year we were able to put together 23 baskets. I believe we will be close to that number this time, but we are still putting it all together.

PAEC Early Childhood

January seemed to fly by in the EC program. With vacation days at the beginning of the month and two additional remote learning days due to the weather, we reached the end of the month very quickly. We had an additional three students join us this month. One student transferred out of the district. The EC principal did three observations this month for prospective new students in the coming months. We also received three additional referrals from the early intervention program for children who will need to be tested in February.

We ended the end of the month (January 29th) with two successful Parent Workshops organized by our Social Worker, Monette Carlos. We had a morning and afternoon session and Evelyn Carreto interpreted for our Spanish-speaking parents. We had Gina Musielski, from STAR NET Region II come talk to the parents about dealing with challenging behaviors in the home. We had approximately 5-6 parents come to each session. The conversation was dynamic and the parents felt that they understood more of the underlying factors that cause their children to have tantrums, cry, and refuse to comply with rules. Mrs. Musielski went over how difficulties with sensory processing and limited language skills cause our students to use behaviors as a means to communicate their wants, needs, and thoughts. She provided strategies to help the parents identify the cause of negative behaviors and how to manage the behaviors.

This month the students completed the Creative Curriculum Winter clothing study and learned about Dr. Martin Luther King. The weekly academic targets for December were the following:

COLORS: Green, Orange, Purple, Black

LETTERS: H, S, W, C

SHAPES: Rectangle, Star, Heart, Oval

NUMBERS: 2, 3, 4, 5

Developmentally preschool age children only need to study the numbers 1-10. Therefore, the students will review the numbers 1-10 in the upcoming weeks. We also have new students entering the program who have not been formally introduced to numbers. They are exposed to counting up from 1-31 on a monthly basis when they study the calendar during circle time.

PAEC Therapeutic Day Elementary School

The month of January was extremely busy and included the ending of Quarter 2. The students completed their winter benchmarking and new interventions and schedules have been implemented. The winter benchmark displayed improvement in reading comprehension, math, and reading fluency.

Part-time transitions to the student's home school continue with additional students added. The collaboration with PAEC Elementary staff, home school staff, and parents continues to be the reason the students are demonstrating so much success with transitions.

The students have started their Basketball season and are learning about teamwork. During practice, the students are learning the rules and skills of the game of basketball.

There were no time outs, 1 physical restraint, and no police incidents for January.

PAEC Therapeutic Day High School

Academics

The Second Semester is in full swing. Four students were recognized for making the high honor roll and one student for perfect attendance for the First Semester.

Ms. Kural has been conducting Access Testing for the students who were identified by the District to take it. We will have our Winter Map Assessment February 5-8 and make-up will be February 12-15. During the Intervention Classes, the classrooms are researching and creating their Black History Month Project. This year our theme is the Celebration Of African American Female Entrepreneurs.

Activities

Coach Piagnarelli and Glasper have reported that the students who have participated in ProLeague volleyball season were excellent athletes with great sportsmanship and teamwork. All the students are excited that we are now entering basketball season. The students will have the opportunity to visit the comfort dogs on February 5, 2024. On February 14, we are having an after-school activity for twenty students who are interested in seeing the Loyola Men's Basketball Game. Transportation, tickets, and meals are provided by the Loyola Office of Neighborhood Initiatives. Finally, we will have our Annual Black History Celebration on February 29, 2024.

Transitioning Students

We are so proud of TW who has met the criteria to go back to Proviso East full-time starting on January 29, 2024. Currently, we have four students attending half-day mainstream at Proviso East and two students at Proviso West.

Physical Management	1
Police Calls	2
Restorative Meeting	3

23-24 Current Enrollment

63 Students

PAEC Therapeutic Day High School Vocational Program

Mr. Loving has been interviewing new hires (students) for the PAEC work program. He reports that the program is going well. All new hires begin work on the 29th of January. There are a total of four students participating in training at Firehouse Subs. Three students are new and one is returning to the program. Their hours are Monday through Friday 10 am to 12 noon and 12:30 pm to 2:00 pm. The after-school custodial program has six new students and three returning students. They are scheduled Monday through Friday from 2:45 pm-4:15 pm. Ms. Jones' class is going to the Hilton Garden Inn Hotel on Mondays and Thursdays to gain work experience. January 30th Mr. Loving will meet with the financial literacy provider to set up dates for classes at PAEC H.S. We have six students signed up for the course.

Ms. Maloley has transitioned into the vocational counselor position smoothly. She has been supported by Dr. Bujalka in this transition. She has been meeting with students and working on their transitional goals, credit recovery classes, and on Apex. There are twenty-two students enrolled in credit recovery classes through Apex.

PAEC Center

The new year started with the students re-acclimating to the school environment after being out for two weeks.

We are starting to get ready for DLM testing and second semester testing in SANDI as well as ACCESS testing.

We celebrated Martin Luther King Jr's birthday. There were many projects on the wall which the students and staff were able to enjoy looking at and learning about his life.

100 days of school was on January 30, 2024. All of the classrooms decorated their doors in the spirit of the theme. Classrooms were able to tour the school and the different projects on the doors.

Winter Wonderfest was held on January 31st. All of the classrooms decorated a table in the gym with a winter theme. Classrooms were able to go into the gym and participate in festivities, games, etc.

There was a staff-only chili cook-off. Michael Hughes, our school custodian took first place. It was a great team/morale builder!

Quarterly reports went out on Friday, January 19th. The second semester has officially begun!

We look forward to Black History Month and the projects and displays that accompany it.

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 in direct contact with employers. These students are monitored by the Vocational Coordinator or Transition Staff in person, in one-on-one meetings, emails, and/or text messaging. When students apply for competitive employment on their own, they are instructed to send me screenshots of completed applications. We also keep records of applications, students complete with me and/or staff.

Students that are currently employed are on the chart below:

	Employment	Hours	Job
1	The Pearl of Hillside	14 hours per week	Activity Aid
2	Jewel	20 hours	Bagger/Stocker
3	White Castle	16-20 hrs per week	Stocker/Maintenance
4	Food4Less	15-20 hrs per week	Courtesy Clerk
5	Goodwill	15-20 hours per week	Store Clerk

Students have continued to volunteer this month for the 2023-24 school year. We are looking forward to increasing our volunteer sites as our staff increases. We have recently welcomed two new job coaches, and we were able to add back volunteer time at one of our volunteer sites that we previously had to cut back.

We are training our enrolled students to complete job tasks, answer mock interview questions, complete mock job applications, and more. I have continued to set up individual meetings with these students. We are practicing mock interviews and completing mock applications. We are ensuring IDs have not expired

and are renewed in a timely fashion. Some students are completing live applications, which we are currently waiting to hear from employers.

PAEC Behavior Intervention Team

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

Total number of PAEC Behavior Intervention Coaches: 15

Active: 14

Proviso East: 3

Proviso West: 4

District 87: 2

District 92: 0

Floating Coaches (PAEC Academy, District 88, District 93, District 87): 5 *Behavior Coaches, one is currently on FMLA leave, with a return date of February 1, 2024.*

Vacant position at Proviso East has been filled and one position is still vacant for a floating Coach.

There were a total of 3 individual student referrals in January.

- D88 (Lincoln Elementary)

- D87 (Jefferson Primary)

- D93 Hillside

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

District 803 - PAEC Academy

No support is needed at PAEC Academy at this time.

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

Jefferson:

Coaches continue to provide ongoing support to a Kindergarten classroom referral, second-grade referral, as well as Special Ed classroom based on the interventions that were implemented with Teacher. The Coordinator continues to work with Coaches to modify techniques and interventions that are not successful.

There was a referral made for a 2nd-grade student who has worked with a Behavior Coach in the past. The student has difficulty with regulating his emotions when given directions by the Teacher. The student also struggles with expressing his need for assistance during instructional teaching moments. The Coordinator has begun conducting observations and will assign a Coach based on the needs of the student.

Whittier Primary:

The Coach and Teacher of the kindergarten student who was referred in December have begun meeting weekly to discuss interventions to reduce the student's behavior. The Principal also regularly attends the meetings to ensure occurrence. The student appears to have established a positive rapport with the assigned Coach, which has reduced his defiant behaviors.

The first-grade student's interventions consist of consistent verbal praise, incentives, and opportunities to teach the class to reduce negative behaviors. However, because the student enjoys attention from others, the Coach and Teacher choose to use the attention-seeking behavior appropriately for the student.

District 92 - Lindop School

No referral was made.

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

Lincoln Elem:

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

One first-grade student was referred due to continuous defiant and disruptive behavior. The Coordinator has begun conducting observations and is working with the teacher to expect a classroom intervention due to the lack of structure and disruptive behavior among all students. A Coach will be assigned to this student and classroom ASAP.

McKinley Elem:

The fourth-grade referral will be successfully completed at the beginning of January due to the assigned Coach and Teacher working together to modify behavior approaches within the classroom.

Thurgood Marshall Elem:

Two Coaches continue to work within a SPED classroom that was referred to them in September. The Teacher and administrators are pleased with the reduction of disruptive behaviors based on interventions implemented (positive verbal praise, positive reinforcement, token economy system, minor punishment reinforcement methods, reciting class expectations, smoother transitions, and implementing dance breaks). The Coaches continue to monitor the behavior, however, the class will be expecting a new student soon therefore they are prepared to ensure a seamless transition.

District 93 - Hillside Elementary

The two Coaches who were assigned to work in the EC classroom with one student as well as implementing a classroom management approach, will continue to work with this class one day per week per Principal and Teacher request.

There was one first-grade student referral made. The Coordinator will conduct observations during the first week of February.

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

There are a total of 7 Coaches assigned to 209; 3 are assigned to East and 4 assigned to West. Coaches all are assigned to grade-level Principals based on the needs of the school. The Behavior team at Proviso West also works alongside the DREAM Team and Social Workers and maintains a collaborative approach to reducing behaviors.

PAEC OT/PT Department

Staff adjustments: After adding Isis Martin, a new OT to the OT Team, we have been adjusting caseloads which has meant moving OTs to new assignments to better serve our students.

Activities of the department:

1. The AT Team continues to conduct SETT meetings to come up with appropriate assistive technology to address the educational needs of their struggling students.
2. We had two OT students (Jenny Pham and Lucy Chesla) from UIC here for student clinicals with our OTs in the PAEC programs and in the districts from Jan. 8th until Jan. 19th.
3. The AT Team attended a staff meeting in-person and via Zoom for those not able to attend in-person on 1-10-24 from 8:30 AM - 9:30 AM.

4. The OT/PT Department attended a staff meeting on 1-11-24 in-person and via Zoom for those not able to attend in-person from 11:30 am - 2:00 pm..
5. The Lead OT/PT/AT attended the Special Events Committee Meeting via Google Meet on 1-12-23 from 8:00 AM - 8:30 AM.
6. Our OT/PT/AT Lead attended an OT/PT Coordinators meeting via Zoom on 1-24-24 from 10:00 am-12:30 pm.
7. The Lead OT/PT/AT and PAEC related services serving Thurgood Marshall met with Ms. Banks in D88 to see and discuss the new Sensory Room at Thurgood Marshall School.
8. The Lead OT/PT/AT conducted interviews throughout the month of January for an OT. An OT has now been hired and is in the process of orientation.
9. The Lead OT/PT/AT attended an Administrative Staff meeting on 1-26-24 from 1:00 pm - 3:00 pm.
10. The Lead OT/PT/AT and the OT on the AT Team attending the ATIA 2024 Conference virtually from 1-25-24 to 1-27-24. New information was shared about OSEP releasing their updated Assistive Technology guidance and the U.S. Department of Education released the National Education Technology Plan.

[OSEP Assistive Technology Guidance](#) [National Educational Technology Plan](#)

PAEC Psychology Department

Ms. Emily Adelson has continued to provide academic and behavioral support for a number of students at Hillside. She along with team members are supporting a kindergarten classroom with behavioral intervention. Ms. Adelson also meets with several middle school-aged students to address needs such as organization and emotional regulation.

Ms. Alison Zdarsky, a psychologist intern, continues to provide behavioral support to a 5th-grade cross-categorical classroom at Sunnyside. She also provides individual and group counseling with Ms. Holsten at PAEC Elementary. Ms. Zdarsky has introduced the psychology department to a new social-emotional intervention curriculum, Bounce Back, that she will begin implementing in February with students at PAEC Elementary.

Dr. Michael Cermak will be attending the Illinois School Psychologist Association Job Placement at Illinois State on February 2nd, 2024. Prospective interns and some full-time psychologists are expected to attend. Dr. Cermak will also be attending the National Association of School Psychologist's Annual Conference in New Orleans from February 13-17. Dr. Cermak continues to provide consultation support to member districts including Proviso HSD 209 with evaluation support in addition to assigned caseload. He also provides social-emotional and behavioral support to students at Sunnyside and MacArthur via individual and group times with the support of school psychology practicum students, Ms. Emily Grausam and Ms. Kara Rochowicz.

PAEC Social Work Department

1. The PAEC Social Work Department Hires/Changes in Assignments:
Ms. Anna Landmeier has accepted the School Social Work Position for PAEC Center School (Covering FMLA Need/PAEC Center H.S Students) and started her first day on Monday, January 29, 2023. Ms. Landmeier replaced the previous hire, Anaid Banuet, who rescinded her acceptance of the position.
2. Ms. Lisa Allen, L.C.S.W., Ms. Debby Bujalka, L.C.S.W., Ph.D. and Ms. Lisa Pirrello, L.C.S.W. (PAEC School Social Workers & PAEC Lead School Social Worker-PAEC High School Therapeutic Day School) and Mr. Dominic Thomas (social work intern) continue to provide support to students in crisis to minimize escalations and to provide individual/small group social work sessions covering the following topics: Anger Management; Regulation of Emotions; Developing Self-Advocacy, Implementing Coping Strategies; Substance Abuse; and Fostering Healthy Friendships/Relationships.

3. Ms. Monette Carlos, L.C.S.W., R.P.T. (PAEC School Social Worker – PAEC Early Childhood Program), will be planning and coordinating Kindness Month, whereby Ms. Carlos will be encouraging families to donate a can good/non-perishable item to the Westchester Food Pantry or toiletries to Sarah’s Inn. Additionally, she will be planning and coordinating Spirit Week for the week of February 12-16, 2024 with the Random Acts of Kindness Theme. Ms. Carlos is working on a flyer to be sent home with families, which will incorporate activities for parents to work on various skills at home with their child.
4. Ms. Donna Kuchera, M.S.W. (PAEC School Social Worker – Proviso West High School) continues to provide individual & small group school social work services to the freshmen students with special education needs and to students in the TST Program. Topics covered in social work sessions include: Emotional Regulation; Decreasing Absenteeism, Organizational Skill, and Coping strategies. Ms. Kuchera is working with the Wellness Warriors Team to assist parents in knowing who they may contact, including outside agencies, to assist their children. Ms. Kuchera is, also, a member of the Proviso West High School MTSS team, which is beginning to get off the ground, facilitated by Dr. Thomas. Currently, the MTSS team is working on Referral Forms, so that teachers know how and to whom their referrals should now go. Additionally, the MTSS team is attempting to gather outside resources for each Tier, while creating a flow chart for teachers at each school.
5. Ms. Jill Collins, M.S.W., (PAEC School Social Worker - PAEC Center School) continues to meet with the students on her caseload individually and/or in classroom groups. During January, Ms. Collins has been working on Social Stories with her students. Ms. Collins continues to assist with creating classroom management plans, providing support to the PAEC Center Staff in and out of the classroom settings, providing crisis intervention, and participating in PAEC Center Building teams and committee meetings. Currently, Ms. Collins is working with the PAEC Building Special Events Committee in the planning and coordinating of PAEC Center School Prom and Graduation events.
6. Ms. Nyanne Serrano, M.S.W., and Ms. Lindsey Holsten, L.C.S.W. (PAEC School Social Workers - PAEC Elementary School) and Mr. Dominic Thomas (Social Work Intern) continue to provide social work services to students and families they serve, assisting students to emotionally regulate, develop better listening skills, learning to wait their turn during social work group activities and increase their ability to follow directions. They continue to utilize the Second Step Curriculum for their classroom group sessions. Ms. Serrano has been helping coach the sports teams and Ms. Holsten has been assisting with traffic duty in the morning and afternoon. Additionally, Ms. Serrano has developed an incentive for the younger students, whereby, every time a child has accepted the answer, “No”, from a staff member, the child receives a ticket. At the end of every week, whichever student receives the most tickets, earns a prize.
7. Ms. Nicole Pena, M.S.W. (PAEC School Social Worker - PAEC Academy) continues to provide individual/small group/classroom group/push-in social work sessions to the students at PAEC Academy, covering topics such as social justice history, practicing yoga, and labeling emotions. Ms. Pena has collaborated with other therapists (SLP) during her groups and provides consultation for teachers. Ms. Pena has provided families with referrals, as needed.
8. Ms. Mandy Ross, L.C.S.W. and Ms. Diana Stephens, M.S.W., A.C.S.W., P.P.S.C. C.W.A. (PAEC School Social Workers – Proviso East High School) continue to provide individual/small group social work sessions to students on their caseload at Proviso East High School, as well as attending annual review and re-evaluation meetings. This month, Ms. Ross and Ms. Stephens proactively coordinated communication between teachers and home for students who are failing multiple classes due to missing assignments. Additionally, Ms. Ross and Ms. Stephens provided drop-in support for general education students, facilitated a Lunch Bunch group for juniors, and have been working with identifying students who have done well, improved their attendance, etc., during Semester 1, and will be creating a Recognition bulletin board highlighting these students. Ms. Stephens continues to meet with the Freshman GLP, social worker, counselors, and behavior interventionist; they are awaiting approval on the “Freshman Store” and “Attendance Bucks”. This committee is, also, waiting on approval of a special event for a freshman incentive for attendance.

9. Ms. Kenya Dockens, L.C.S.W. (PAEC School Social Worker – Hillside School) continues to facilitate 3rd Grade, 6th Grade and 8th Grade groups each week. The 3rd grade group has been focusing on understanding emotions. The 6th grade group has been working on recognizing emotional triggers and the 8th Grade group has been focusing on studying skills. The 8th grade self-esteem group has been working on Peer Mentoring using self-esteem building tools. Additionally, Ms. Dockens continues to facilitate the 8th Grade ASAP Leadership group and attended the school Team Leadership Committee meeting on 1/22/2024. The members of this group are currently working on designing a welcome booklet for new students who transfer to Hillside School in Middle School.
10. Ms. Lisa Pirrello, L.C.S.W., (PAEC Lead School Social Worker) has been working with the PAEC Social Work Department In-Service committee in choosing topics and securing speakers for next year's (2024-25) PAEC School Social Work Department's professional developments. The tentative topics selected by the PAEC school social work team are; Grief and Loss; Acceptance and Commitment Therapy; Ethics and School Social Work Documentation; and Cultural Competency: Defining Diversity in Clinical Practice. Additionally, Ms. Pirrello has arranged for another Comfort Dog visit to occur at PAEC High School Therapeutic Day School, PAEC Elementary, and PAEC Early Childhood programs on Monday, February 5, 2024. On February 21, 2024, Mr. Pirrello and Mr. Mike Rudolph of Riveredge Hospital will be facilitating the LAN 60 meeting from 1 pm-2:30 pm.
11. The next PAEC School Social Work Department Meeting and In-Service Training is:
Date: Friday, February 23, 2024
Time: 10 am-1 pm
Topic: "Calming the Storm: Helping Students with Mood Disorders"
Speaker: Cherie Catron

PAEC Speech/Language Department

- The Lead SLP virtually hosted the Northern IL Speech/Language Coordinators meeting on Friday, January 26th. Topics discussed include salary ranges for new graduates, AAC funding sources, state policy updates from our ISHA SEAL, compensatory services, professional development opportunities, resource share, and more. Our next meeting will be March 15, 2024.
- The D87 SLP group met on January 22nd for segment 2 of our PLC discussion group regarding the book *Uniquely Human: A Different Way of Seeing Autism*. This book was chosen as part of our Neurodiversity Affirming focus and approaches to Autism services with the belief that neurodivergent brains are equal and valid and not broken or in need of repair. We don't aim to fix a person by eliminating symptoms, but rather seek to understand the individual's experience and what underlies the behavior. The book encourages a strengths-based approach, rather than a deficit-based approach.
- The Speech/Language department is looking forward to our next continuing education event on Tuesday, February 13th when our very own SLP, Ana Hernandez, will be presenting "The Big Shift in Fluency: Updates in Stuttering Assessment and Treatment and Considerations for Cluttering." from 1-3 pm in the PAEC Center Board Room. We will have a department meeting prior from 12-1 pm.

PAEC Special Olympics

Tigers:

- Tigers season, unfortunately, came to an end this past month with the basketball tournaments being canceled due to the extreme cold weather. There was a lottery for which teams would make it downstate and we weren't pulled. We had a pizza party to celebrate a great year and we look forward to getting better next season.

Pacers:

- The Pacers season unfortunately came to an end this past month with the basketball tournaments being canceled due to the extremely cold weather. There was a lottery for which teams would make

it downstate and we weren't pulled. We had a pizza party to celebrate a great year and we look forward to getting better next season.

Bulldogs:

- Bulldogs season, unfortunately, came to an end this past month with the basketball tournaments being canceled due to the extreme cold weather. There was a lottery for which teams will make it downstate and we weren't pulled. We had a pizza party to celebrate a great year and we look forward to getting better next season.

Individual Skills:

- Season was completed in December.

XII. OLD/UNFINISHED BUSINESS

There was no old or unfinished business to discuss.

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

****The next Governing Board Meeting is scheduled for Wednesday, March 20, 2024.**

→ Board pictures have been rescheduled for the March 20th Board Meeting at 5:30 pm.

XIV. BOARD CORRESPONDENCE

Board correspondence will be discussed in Closed Session.

XV. CLOSED SESSION

Recommended Motion:

Ms. Hixson moved to convene into Closed Session at 6:18 PM, 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. Mr. Dawson seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Aye
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

4 Ayes, 1 Absent- Motion Carried

Recommended Motion:

Ms. Hixson moved to reconvene into Open Session at 6:27 PM. Mr. Dawson seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Aye
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

4 Ayes, 1 Absent- Motion Carried

A. Rescind Retirement Resolution Incentive

Recommended Motion:

Ms. Hixson moved to recommend to the Governing Board to rescind the retirement incentive for ineligible employees ID:HA27023, ID:CA87820, ID:SM61092, ID:MU84634, ID:EY64617, ID:RY20057, GL88042, ID:CA05675 as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Aye
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

4 Ayes, 1 Absent- Motion Carried

B. Amendment of Retirement Resolution Without Incentive

Ms. Hixson moved to recommend to the Governing Board to amend the retirement resolution without the incentive for employees ID:SM61092, ID:HA27023, ID:CA05675 as presented. Mr. Dawson seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Aye
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

4 Ayes, 1 Absent- Motion Carried

C. Amendment of Retirement Resolution With Incentive

Ms. Hixson moved to recommend to the Governing Board to amend the retirement resolution inventive for eligible employee ID:TA09893 to retire as presented. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Aye
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

4 Ayes, 1 Absent- Motion Carried

XVI. ADJOURNMENT

Recommended Motion:

Mr. Dawson moved to adjourn the meeting at 6:29 PM, for lack of further items to discuss. Ms. Shed-McLaurin seconded the motion.

Roll Call Vote:

District 87	Ms. Rose Mason	Absent
District 88	Ms. Dorothy Clark-Smith	Aye
District 92	Mr. Brian Dawson	Aye
District 93	Ms. Kim Shed-McLaurin	Aye
District 209	Ms. Sandra Hixson	Aye

4 Ayes, 1 Absent- Motion Carried

**Opportunity for the Governing Board to view the PAEC Center sensory room as requested by the Governing Board in December 2023.

→ Also, a tour of the PAEC Center Sensory Room has been rescheduled for the March 20th date as well.

Respectfully submitted,



Dorothy Clark-Smith
Governing Board President



Sinai Chavez
Governing Board Secretary

3/20/2024
Date

MJ/TL

