



# PROVISO AREA FOR EXCEPTIONAL CHILDREN

"QUALITY EDUCATION WITH CARE FOR THE HUMAN SPIRIT".

PAEC CENTER BOARDROOM - 9:00 AM

THURSDAY, OCTOBER 10, 2024

## AGENDA

1. **ROLL CALL**
2. **CLOSED SESSION**
3. **RECONVENE TO OPEN SESSION**
4. **APPROVAL OF EXECUTIVE BOARD MINUTES**
5. **APPROVAL OF CONSENT AGENDA**
  - A. **APPROVAL OF BILLS**
  - B. **APPROVAL OF PAYROLL**
  - C. **APPROVAL OF PERSONNEL REPORT**
6. **OLD/UNFINISHED BUSINESS**
7. **NEW BUSINESS**
  - A. **APPROVAL OF CONTRACTUAL AGREEMENT REPORT**
  - B. **APPROVAL OF DUPAGE/WEST COOK RESOLUTION**
  - C. **VILLAGE OF MELROSE PARK DONATION**
  - D. **ELECTRIC VEHICLE CHARGING STATION**
  - E. **PETTY CASH RESOLUTION AMENDMENT**

An amendment is needed to the Petty Cash Resolution, which adds PAEC Academy as one of the programs to receive \$300 in petty cash to help meet the academic and operational needs of the program.
  - F. **OUT OF DISTRICT PLACEMENT-DISTRICT 89**
8. **EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT**
  - A. **SAD NEWS**

There have been several PAEC staff that have lost loved ones in the past few weeks. A permanent Substitute Teacher from PAEC Center has lost a niece and sister, a Teacher from PAEC Center lost her mother, an Occupational Therapist lost her mom, and a Program Assistant from PAEC Center has lost her dad. Flowers will be sent to the families on behalf of the Board.
  - B. **CURRENT DISTRICT CHILD COUNT 2024-2025**

The information is attached.
  - C. **CURRENT ENROLLMENT AND CLASSROOM STAFFING PATTERNS 2024-2025**

The information is attached.
  - D. **TRANSITION REPORTS**

The information is attached.
  - E. **INITIAL REFERRALS**

The information is attached.

**F. POLICE REPORTS**

There was one police report made from PAEC High School during September 2024.

**G. PAEC ACTIVITY FUND**

The information is attached.

**H. DUPAGE/WEST COOK REPORT**

FY25 1st Quarterly Meeting Board Briefs

**I. PAEC EVENTS**

The information is attached.

**a. PAEC OCTOBER EVENTS**

**b. PAEC SPOTLIGHT-SEPTEMBER 2024**

**c. PAEC HIGH SCHOOL STUDENT PRESENTATION**

A PAEC High School student presented during the one-hour late start to the staff on OCD. The link to the video is provided.

<https://youtu.be/9cEhCdiV-l8?feature=shared>

**J. PAEC PRELIMINARY MECHANICAL OPTIONS FOR 1998 BUILDING**

The Information is attached

**K. PAEC ADMINISTRATIVE DEPARTMENT UPDATES**

The information is attached.

**L. PAEC PROGRAM UPDATES**

The information is attached.

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

**A. FOIA REQUEST**

PAEC received a FOIA request regarding personnel information. The request was submitted within five days.

**10. BOARD CORRESPONDENCE**

1. Card from OneWay Ministries on behalf of Robin Zimmerman
2. Facebook Thank you from the brother of LaShon Rutledge
3. Family of Paula Parat sent a Thank You Card.

**11. NEXT MEETING**

**The next PAEC Executive Board meeting will be on November 14, 2024. District #92 will be facilitating the meeting. Mr. Aschoff will be the Executive Board Representative for the Governing Board's November meeting.**

**12. ADJOURNMENT**

**PAYROLL AGENDA  
SEPTEMBER 2024**

	<b>GROSS</b>	<b>FICA</b>	<b>RETIREMENT</b>	<b>BENEFITS</b>	<b>TOTAL</b>
	<u>9/15/2024</u>	<u>9/15/2024</u>	<u>9/15/2024</u>	<u>9/15/2024</u>	<u>9/15/2024</u>
Education Fund	\$ 491,375.34	\$ 21,058.08	\$ 13,485.41	\$112,196.50	\$ 638,115.33
Building Fund	\$ 19,074.14	\$ 1,452.38	\$ 768.70	\$3,644.06	\$ 24,939.28
<b>TOTALS</b>	<b>\$ 510,449.48</b>	<b>\$ 22,510.46</b>	<b>\$ 14,254.11</b>	<b>\$115,840.56</b>	<b>\$ 663,054.61</b>

	<b>GROSS</b>	<b>FICA</b>	<b>RETIREMENT</b>	<b>BENEFITS</b>	<b>TOTAL</b>
	<u>9/30/2024</u>	<u>9/30/2024</u>	<u>9/30/2024</u>	<u>9/30/2024</u>	<u>9/30/2024</u>
Education Fund	\$ 488,335.62	\$ 20,936.18	\$ 13,426.80	\$118,844.45	\$ 641,543.05
Building Fund	\$ 18,834.33	\$ 1,434.04	\$ 759.02	\$3,882.14	\$ 24,909.53
<b>TOTALS</b>	<b>\$ 507,169.95</b>	<b>\$ 22,370.22</b>	<b>\$ 14,185.82</b>	<b>\$122,726.59</b>	<b>\$ 666,452.58</b>

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**ACTION ITEM – PERSONNEL REPORT**  
**October 2024**

**A. Employment**

- |                       |                       |
|-----------------------|-----------------------|
| 1. Maria Hernandez    | 1:1 Program Assistant |
| Effective Date:       | August 14, 2024       |
| Compensation          | \$22,138              |
| 2. Precious Clay      | 1:1 Program Assistant |
| Effective Date:       | September 30, 2024    |
| Compensation          | \$22,651              |
| 3. Jennifer Almodovar | Student Teacher       |
| Compensation          | \$0                   |

**B. Resignations**

- |                       |                                |
|-----------------------|--------------------------------|
| 1. LaShon Rutledge    | 1:1 Program Assistant          |
| Resignation Date:     | September 13, 2024 (Deceased)  |
| 2. Humberto Rodriguez | Custodian                      |
| Resignation Date:     | October 4, 2024                |
| 3. Ana Hernandez      | Therapist                      |
| Resignation Date:     | September 20, 2024             |
| 4. Yolanda Johnson    | 1:1 Program Assistant          |
| Resignation Date:     | September 30, 2024             |
| 5. Christine McDore   | 1:1 Program Assistant (agency) |
| Resignation Date:     | October 4, 2024                |
| 6. Brenda Deer        | 1:1 Program Assistant          |
| Resignation Date:     | October 7, 2024                |
| 7. Johneisha Gardner  | 1:1 Program Assistant          |
| Resignation Date:     | September 12, 2024             |
| 8. Mionica Yates      | 1:1 Program Assistant          |
| Resignation Date:     | October 1, 2024                |

**C. Transfers**

- |                     |   |
|---------------------|---|
| 1. Johneisha Garner | 1:1 Program Assistant (PAEC Center-209) |
| Effective Date:     | September 24, 2024                      |
| Transfer from:      | 1:1 Program Assistant (Proviso West)    |
| 2. Maria Hernandez  | Program Assistant-(PAEC Center)         |
| Effective Date:     | September 24, 2024                      |
| Transfer from:      | 1:1 Program Assistant (PAEC Center-209) |
| 3. James Barnes     | 1:1 Program Assistant-(PAEC Center -)   |
| Effective Date:     | September 24, 2024                      |
| Transfer from:      | 1:1 Program Assistant (PAEC Center-87)  |

- |     |   |  |
|-----|---|--|
| 4.  | Amanda Corso<br>Effective Date:<br>Transfer from:   | Program Assistant/Job Coach-(PAEC Center-CCA)<br>September 24, 2024<br>Program Assistant/Job Coach (PAEC Center-CCF) |
| 5.  | Brenda Deer<br>Effective Date:<br>Transfer from:    | 1:1 Program Assistant-(PAEC Academy-87)<br>September 24, 2024<br>1:1 Program Assistant (Proviso West-209)            |
| 6.  | Trena Ellis<br>Effective Date:<br>Transfer from:    | Program Assistant (PAEC High School)<br>September 20, 2024<br>1:1 Program Assistant (PAEC Academy-87)                |
| 7.  | Kendall Hudson<br>Effective Date:<br>Transfer from: | 1:1 Program Assistant (PAEC Center)<br>August 21, 2024<br>Switched student within the same program                   |
| 8.  | Kaiya Collazo<br>Effective Date:<br>Transfer from:  | 1:1 Program Assistant (PAEC Center)<br>August 28, 2024<br>Switched student within the same program                   |
| 9.  | Arthur Mohorn<br>Effective Date:<br>Transfer from:  | 1:1 Program Assistant (PAEC Elementary)<br>September 23, 2024<br>Program Assistant (PAEC Elementary)                 |
| 10. | Taylor Rogers<br>Effective Date:<br>Transfer from:  | 1:1 Program Assistant (PAEC Elementary)<br>September 23, 2024<br>Switched student within the same program            |

**D. Terminations** (there are no terminations at this time)

**E. FMLA**

- |    |                                 |  |
|----|---------------------------------|--|
| 1. | Kim Spearman<br>Effective Date: | Permanent Substitute Teacher<br>September 24, 2024<br>Intermittent FMLA until the end of the 2024-2025 Year<br>Utilizing available sick time |
|----|---------------------------------|--|

**F. Retirement Resolutions**

- |    |  |   |
|----|--|---|
| 1. | Troy Edwards<br>Effective Date:<br>Years of Service at Retirement: | Program Assistant<br>Last Day 2026-2027 |
|----|--|---|



**ACTION ITEM – CONTRACTUAL AGREEMENTS**  
**October 2024**

**A. Progressus**

**2024-2025 Bill Rates**

- Speech-Language Pathologist - \$75 per hour
- Occupational Therapist - \$72.22 per hour

**B. Communicative Minds Speech and Language Services LLC**

- Jennifer Passalaqua                      Speech Language Pathologist  
Effective Date:                              September 30, 2024 - May 29, 2025  
Bill Rate:                                      \$95 per hour  
Location:                                      PAEC Elementary

**C. Delta T**

**2024-2025 Bill Rates**

- Paraprofessional                      \$33 per hour
- ESY 25' Paraprofessional              \$35 per hour
- Day to Day Sub Teacher              \$34.50 per hour
- Permanent Building Substitute      \$38.25 per hour
- Long-Term Substitute >3 wks      \$39 per hour
- LPN                                      \$55.50
- RN                                      \$65.50
- Certified School Nurse              \$72 per hour
- PEL Elem & Secondary Endorsement- \$49 per hour

**Delta T Contractors**

- Brittney Overstreet                      1:1 Paraprofessional  
Effective Date:                              September 23, 2024  
Bill Rate:                                      \$33 per hour  
Location:                                      PAEC Early Childhood
- Kennede Andrews                      Paraprofessional  
Effective Date:                              September 30, 2024  
Bill Rate:                                      \$33 per hour  
Location:                                      PAEC Academy
- Tiffany Delaney                      1:1 Paraprofessional  
Effective Date:                              September 12, 2024  
Bill Rate:                                      \$33 per hour  
Location:                                      District 87
- Charlene Brandon                      Paraprofessional  
Effective Date:                              October 4, 2024  
Bill Rate:                                      \$33 per hour  
Location:                                      PAEC High School
- Jonnifer Neal                      1:1 Paraprofessional  
Effective Date:                              October 7, 2024

Bill Rate: \$33 per hour  
Location: PAEC Center

- Eliha Burchett  
Effective Date: October 7, 2024  
Bill Rate: \$33 per hour  
Location: PAEC Center
- Shavontae Brooks  
Effective Date: October 3, 2024  
Bill Rate: \$33 per hour  
Location: PAEC Center
- Naisha Smith  
Effective Date: October 7, 2024  
Bill Rate: \$33 per hour  
Location: PAEC Center
- Mionica Yates  
Effective Date: October 7, 2024  
Bill Rate: \$33 per hour  
Location: PAEC Center

# October Upcoming PAEC Events

## 2024

OCT  
1

PAEC Academy  
Hispanic Heritage Attire

OCT  
2

PAEC Academy  
Stop Bullying Day-  
Wear Blue

OCT  
16

PAEC EC & Center  
Fireman Matt Visit  
EC: 9-9:30 am & 1-1:30 pm  
Center: 9:30 am-1 pm

OCT  
4

PAEC High School  
Flagg Football against  
Parkland @ 11 AM

OCT  
23

PAEC Academy  
Red Ribbon Week  
Begins- Wear Red

OCT  
11

PAEC High School  
Flagg Football against  
Lincoln @ 11 AM

OCT  
25

All PAEC Programs  
1/2 Day Inservice  
Student Dismissal @  
11:30 AM

OCT  
14

All PAEC Programs  
No School- Indigenous  
People Day

OCT  
29

PAEC High School  
Wolves Game Incentive  
Trip

OCT  
14-18

PAEC Center  
Fire Prevention Week

OCT 28  
NOV. 1

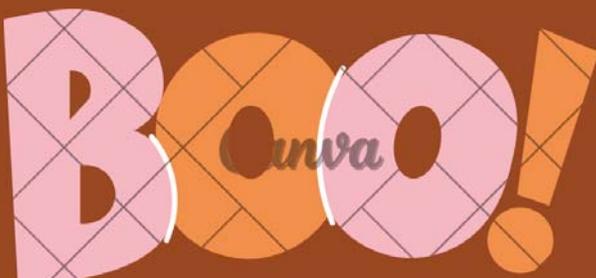
PAEC Center  
Red Ribbon Week

OCT  
15

PAEC High School  
Hispanic Heritage  
Presentation  
@ 9:30am-12pm & Taco  
Fundraiser for Seniors

OCT  
31

All PAEC Programs  
Halloween Activities &  
PAEC High School  
Senior Taco Fundraiser





Proviso Area for Exceptional Children

**MS. PERLA ESCARCEGA AVITIA**  
1:1 Program Assistant-District 88

## PAEC SPOTLIGHT

**How long have you been at PAEC?**

I've been at PAEC for 6 years.

**What do you enjoy about your job/postion?**

I love witnessing my students succeed academically and socially.

**What advice could you give to others in your position to help them excel?**

My advice to others is understanding that sometimes students' actions and behaviors do not always match what they are trying to express.

**Tell me something interesting or funny about yourself?**

I love to hike! My longest hike was 16 miles in the Great Smoky Mountains, it was magical.



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MS. ALMA NOFAL**  
I:I Program Assistant-PAEC Academy

## PAEC SPOTLIGHT

How long have you been at PAEC?

I've been at PAEC for 10 months.

What do you enjoy about your job/postion?

Interacting with kids, and a very non stressful job.

What advice could you give to others in your position to help them excel?

Have lots of patience; realize that every day is different, and the most rewarding is that I am making a difference in the kids lives.

Tell me something interesting or funny about yourself?

I enjoy math; like to travel, learn about other cultures and try new foods.



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MS. KAYLA JORDAN**  
Program Assistant-PAEC Center

## PAEC SPOTLIGHT

How long have you been at PAEC?

I've been at PAEC since the beginning of the year.

What do you enjoy about your job/postion?

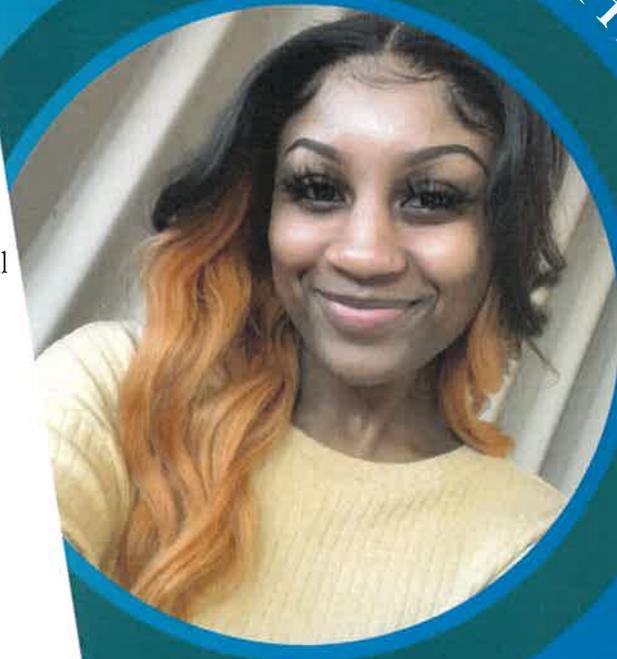
I enjoy seeing positive differences in behavior from when I started til now.

What advice could you give to others in your position to help them excel?

Be a TEAM. It truly takes a village. Use your resources.

Tell me something interesting or funny about yourself?

I sometimes eat burgers with no bun LOL



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MS. CATHERINE MEYER**  
Teacher-PAEC Center

## PAEC SPOTLIGHT

How long have you been at PAEC?

I have been at PAEC for 11 months.

What do you enjoy about your job/postion?

I enjoy the smiling faces of my students and the wonderful supportive staff

What advice could you give to others in your position to help them excel?

You may cry at first but I promise you it does get better!

Tell me something interesting or funny about yourself?

I lived in Africa for 25 years!



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MRS. INGA EZERINS**  
Assistant Principal-PAEC Center

## PAEC SPOTLIGHT

### How long have you been at PAEC?

I was hired at PAEC as the assistant principal in 2012. I was hired by Dr. Terry Smith's team. Oh, those "old" days...

### What do you enjoy about your job/postion?

I love our students and I love our staff. No day is the same; you cannot predict what to expect on a daily basis.

I am honored to help our students' families regarding PUNS, Medicaid, SSI, guardianship, and other topics. As you know, from my own experiences, I can advise them and guide them in any way I can.

When I meet the students, I like to talk to them. They are the "rock" of our school. There are no limits and possibilities, even if they are the smallest.

When talking to the staff members, I want them to know that they are appreciated. We all are just humans, we make mistakes. I am there to help them to overcome any obstacles. (And yes, there might be some hard conversations but these are also called "learning experiences." Nothing personal at all. If we all treat students and colleagues the way we want to be treated there would not be problems. In my opinion, problems just create another problem.

### What advice could you give to others in your position to help them excel?

Be patient, be a good listener, don't judge, don't assume, don't jump to conclusions, and help, help, help. Be a leader that is known for honesty, integrity, and morality.

### Tell me something interesting or funny about yourself?

I love to cook and do gardening. My favorite TV shows are The Survivor, Big Brother, and The Naked and Afraid (this show is on Discovery Channel).

Also, I am a "home-body" person. If I travel, I would probably spend my time at stores... looking for some good stuff... So, please don't invite me to fancy vacations, cruises, and other trips... I will not be a good company.



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MS. NATALIE TURNER**  
Program Assistant-PAEC High School

## PAEC SPOTLIGHT

How long have you been at PAEC?

I have been at PAEC since September 13, 2016.

What do you enjoy about your job/postion?

Paraprofessional-I enjoy being able to make a difference in student's lives, small or large.

What advice could you give to others in your position to help them excel?

I feel it is important to treat each student as an individual because everyone is different.

Tell me something interesting or funny about yourself?

I have a passion for cooking and food makes me happy.



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MRS. LATOYA THOMAS**  
Teacher-PAEC High School

## PAEC SPOTLIGHT

**How long have you been at PAEC?**  
I have worked for PAEC for 7 years

**What do you enjoy about your job/postion?**  
The thing I enjoy most about my job or position is the children I get to interact with on a daily basis. Literally K-22. LOL!

**What advice could you give to others in your position to help them excel?**  
One piece of advice I would give to others is take your time in getting to know your students, they may have some similarities but they are also very different, so get to know them as the individual person.

**Tell me something interesting or funny about yourself?**  
Something interesting about me is that I am extremely quiet until I get to know you.



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MS. STELLA GINLEY**  
Teacher-PAEC High School

PAEC SPOTLIGHT

**How long have you been at PAEC?**

I have been with PAEC FOR 18 years, serving as the Art Teacher for both PAEC Elementary & PAEC High School.

**What do you enjoy about your job/postion?**

What I enjoy most about my job is working with the students. I strive to build a strong rappaort with them and truly get to know them, which is why so many of them call me “mom”. It always makes me feel good. I also make it a point to stay in contact with the parents, as I believe building those relationships is important. another majorhighlight of my job is my coworkers. We support one another and always find ways to make each other laugh. In a job like ours, laughter is essential.

**What advice could you give to others in your position to help them excel?**

My advice is to focus on building strong relationships with students and their families, as it creates a positive, trusting environment. Stay in touch with parents to keep them involved, and rely on your coworkers for support. Maintaining a sense of humor and being flexible are also key to handling the challenges of teaching.

**Tell me something interesting or funny about yourself?**

Family is my top priority! I grew up with immigrant parents from Greece who came here with nothing, which taught me to stay humble- a value I instill in my own children. I’m an avid reader, and on weekends, you’ll find me cheering on my two sons at swim meets, soccer games, or water polo matches alongside my husband. I love to keep things light-hearted, and my sense of humor helps make those busy weekends even more fun?



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MS. IRIS CABRERA**  
Occupational Therapist-PAEC EC

PAEC SPOTLIGHT

**How long have you been at PAEC?**

I have been a direct-hire employee at PAEC for three years. Before that, I worked as a contract employee for nine years.

**What do you enjoy about your job/postion?**

I derive great satisfaction from engaging in hands-on activities with children, as well as from the collaborative approach of working with the educational team. Proving parent support and education is a satisfying part of my job.

**What advice could you give to others in your position to help them excel?**

My advice to others in similar roles would be to plan while remaining adaptable and be prepared to change your plan.

**Tell me something interesting or funny about yourself?**

I am deeply fulfilled by engaging in short-term missions and supporting families in need.



SEPTEMBER 2024



Proviso Area for Exceptional Children

**MS. CRYTAL GREEN**  
1:1 Program Assistant-PAEC Elementary

## PAEC SPOTLIGHT

**How long have you been at PAEC?**

I've been at PAEC for almost one year.

**What do you enjoy about your job/postion?**

Interacting with the kids.

**What advice could you give to others in your position to help them excel?**

Patience, a lot of patience.

**Tell me something interesting or funny about yourself?**

I learned in Jamaica that true jerk sauce is not hot.



SEPTEMBER 2024

## **PAEC ADMINISTRATIVE DEPARTMENT UPDATE FROM SEPTEMBER 2024**

### **PAEC Technology Department**

#### New devices!

We have received new devices with help from Dr. Starck-King using our new budget. We have been approved to order new Chromebooks, Laptops, and ipads for the new school year. We are hoping to get the shipment sometime next week or the following week. Other than that, there are no other major updates for the IT Department for September.

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

- The business department is currently working on our food service bid. We have received numerous reports from the programs about the food service including rotten and spoiled food. We have documentation for these bad reports from the various programs including pictures and emails from staff.
- All documentation for tuition reimbursement is due October 15th to the business department.
- The business department is also preparing for the annual audit, we have two confirmed audit dates October 21st and October 28th with Baker Tilly.

### **PAEC Human Resources (HR) Department**

- Managed/scheduled 11 background checks (4 direct hire, 7 agency)
- Managed various ISBE EIS corrections
- Participated in Business Office Meeting
- 8 transfers
- 1 terminations
- Managed 1 new FMLA case
- Coordinated Wellness Screening & Flu Shot Event Sept. 27
- Submitted additional communication for the Dependent Audit Project to employees

### **PAEC Buildings & Grounds Department**

It was concluded that water was entering room C-13 through a pooling of water outside of the building during heavy rain. A 4" PVC has been attached to the roof drain to redirect the water further from the building. The projector in the boardroom has been updated. Running boards have been installed on the F250 plow truck to facilitate entering and exiting the vehicle. PAEC administration has met with Studio GC to discuss the next phase with HVAC at Proviso Education Center (building 2). KCW serviced room 157 by cleaning out the blower motors and making repairs to the walk-in freezer timer.

## **PAEC PROGRAM UPDATES FROM SEPTEMBER 2024**

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

Teachers were busy benchmarking students for the fall window. All but the Kindergarten class were able to complete testing. We are working very hard to get the behaviors in the Kindergarten class under control. We have made several changes to meet the needs of the individual students. Slowly we are seeing improvements and are introducing more academics daily. At this point getting these students to sit for a testing situation was simply not an option.

Open House took place on September 12, 2024. Each class had about half of their parents attend. We also made sure parents were aware of Special Olympics sign-ups and requirements. Many parents also inquired about purchasing PAEC Academy Spirit Wear which we will be ordering on September 30<sup>th</sup>.

We commemorated 9/11 by wearing red, white, and blue and having a moment of silence for all of the people who lost their lives that day. We celebrated Hispanic Heritage Month as well. Students learned about famous Hispanic people in our society.

On September 24<sup>th</sup> we had the Smiles Dentist come to PAEC Academy. Twenty-six students were seen by the dentist. On October 29, 2024 we will be seeing a play on cavities and brushing your teeth the right way. We have a lot to celebrate in October, we are currently making plans.

### **PAEC Early Childhood**

September was a wonderful month in the Early Childhood program. We have had great weather and have been able to take advantage of our updated playground almost every day. We finally hired a 1:1 Program Assistant for one student who needed that support. We are very happy to welcome Brittney Overstreet to the program. The students and staff have settled into a good routine as we only had 1 new student start this month. We had one student move from the half-day program to the full-day classroom and will have a new student start next week. The students have also come to enjoy our music therapy very much and actively participate in choosing instruments and songs. We are very grateful to Mr. Craig.

- The theme for the first two weeks of September was learning to identify and label body parts and learn "All About Me"
- Then the study of Hispanic Heritage Month commenced on September 15 and will continue into October 15<sup>th</sup>.

This month the students learned the following academic concepts: The first through the third week of September they focused on: COLORS: Yellow, Red, Blue SHAPES: Circle, Square, Triangle LETTERS: B, A, & M NUMBERS: 1, 2, 3. The fourth week all the concepts were reviewed.

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

- Students continue to do well with settling into the year. The PAEC Elementary Flag Football team has won two of their three football games this year! Mentoring with the PLCCA will begin in the coming weeks offering opportunities for students to connect with community members and develop positive relationships.
- The students have really taken to music therapy and are engaging during music therapy each week. They continue to look forward to it each week. Our first round with the Therapy Dogs is October 17<sup>th</sup>, and the next is November 15<sup>th</sup>.

### **PAEC Therapeutic Day High School Academics**

We had eight families come out for our Open House on September 11 to see the program and meet the teachers. NWEA MAP Assessment is in full swing and we are finishing with our makeup sessions. Progress reports were emailed to parents on 9/27/24 and our first quarter will end on October 18, 2024.

## Happenings

We will have our Hispanic Heritage Presentations on October 18, 2024. The students are excited to talk about their famous author and the country that the author is from. On October 29, 2024, we will have our end-of-the-quarter incentive by attending the Chicago Wolves Game. Students who have earned honor roll, perfect attendance, are on level three for twelve weeks, or increased their MAP Score by ten or more points from Spring will be eligible for the trip.

## Transitioning Students

We currently have one student at East and West. We have two more that may be ready at the end of the first quarter if they continue to meet the criteria.

Physical Management	2
Police Calls	1
Ambulance	3
Restorative Meeting	6

## 24-25 Current Enrollment

73 Students

## PAEC Therapeutic Day High School Vocational Program

The Vocational Team has students starting at the Hilton Garden Inn and the Hilton Chicago Oak Brook Suites next week. It has been a couple of years since we were able to place students at the Hilton Chicago Oak Brook Suites. They are excited to restart this placement as it offers culinary and mechanical development opportunities. In the next two weeks, we will start our work training program at Firehouse Subs. Formal student interviews for PAEC's custodial work program will begin next week. The RR Trade School partnership was approved and the next step in the process will be to coordinate a twice-weekly, one-hour training session in Basic Tool Fixes and Life Skills. We will first target senior students who have an interest in the trades. Students who are assisting with the breakfast and lunch program earn credit toward their community service hours. Additionally, the financial literacy program has started this week and will continue weekly throughout the first semester.

Students are being met to complete the Transition Planning Questionnaire and interview which guides the development of agreed-upon transition goals. For those students who are behind on credits, APEX is offered as an option to make up courses so students can work toward graduation. The students enrolled in APEX are met regularly to ensure progress is being made. Graduation planning sheets are being made to keep motivation high for those students who are close to graduation. We have several students actively seeking outside employment and obtaining guidance from the Vocational Staff. We also have several students currently employed in after-school and weekend jobs.

The American Job Center (AJC) in Maywood offers federally funded training opportunities for students who have completed or left high school, ages 18-24 years old. They offer 3-9 month long training programs in professional resume building, job placement, and training in paperwork/secretarial, hospitality, healthcare, IT, and construction/transportation. Students who have an interest in these areas will be referred to the AJC once they are getting close to graduation. The AJC will also be at the Spring Career Fair hosted at PAEC HS.

## PAEC Center School

- The month of September has routines being established, students following the routines, and learning taking place. We have welcomed a few new students and they, too, are getting acclimated

to the classroom. We had a welcome back-to-school parade for both the high school and the elementary school students.

- Our Fire Drill was successful with the students and staff moving to the high school gym in an orderly fashion.
- Spirit Week was a big success. Students and staff dressed up in different themes for the week!
- We had our Hispanic Heritage Fair on September 25th. Each classroom put together a display highlighting a country and their traditions. Also, two pinatas were broken, one in the morning for the elementary students and one in the afternoon for the high school students.
- We had a Walking Taco Fundraiser. Staff were able to choose between beef or shredded chicken and loads of toppings! This is always a big hit!
- IEP and Re-Evaluation meetings have begun.
- SANDI testing has also started. Unique Curriculum is in place for our elementary students and Education Associates Vocational Curriculum is in place for high school students.
- Students and staff are acclimating to the new school year...

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

We currently have **2** 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 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 who are currently employed are on the chart below:**

	<b>Employment</b>	<b>Hours</b>	<b>Job</b>
1	Jewel	20 hours	Bagger/Stocker
2	Goodwill	15-20 hours per week	Store Clerk

Students have started to volunteer for the 2024-25 school year. As of today, we are servicing 6 volunteer job sites, where students are being trained on job skills that will increase their job readiness skills.

We are training our enrolled students to complete job tasks, answer mock interview questions, complete mock job applications, and more. I have continued to set up individual meetings with these students. We are practicing mock interviews, completing mock applications, and ensuring IDs have not expired, or get renewed in a timely manner. Some students are completing live applications, which we are currently waiting to hear from employers as well as contacting employers to follow up on our applications.

We are working hard to obtain competitive employment for our students. We are continuing to interview and follow up with employers to get our students hired.

### **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.

The Elementary Behavior Coaches are required to implement the 8-week Step Interventions & Support

Curriculum developed based on evidence-based data and documentation.

**Total number of PAEC Behavior Intervention Coaches: 12**

**Active: 11**

*\*\*\*One Behavior Intervention Coach is currently on FMLA*

Proviso East: 1

Proviso West: 2

District 87: 2

Floating Coaches (PAEC Academy, District 88, District 93, District 92, District 87): 7

**There were a total of 8 individual student referrals in September. There were a total of 10 classroom referrals submitted in September.**

### **District 803 -**

#### **PAEC Academy:**

A Behavior Coach has been assigned to the classroom referral submitted in August. The Coordinator and Coach are implementing interventions such as environmental antecedent modifications, a token economy system, clear behavioral expectations, and visual aids. The Coach has been working full-time in the classroom and will continue for another six weeks.

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

#### **Jefferson:**

*Kindergarten Referral 1:* The Coach assigned to the student has transitioned into the classroom, and has been working diligently with the teacher for 3 weeks. The Coach has implemented a token economy system based on the student-preferred items, along with working with the parents and teachers to incorporate positive reinforcement within both settings.

*Kindergarten Referral 2:* The Teacher stated that she will no longer need Coaches to provide support/intervention within the class due to an improvement in behaviors.

*Kindergarten Referral 3:* The Coach has been assigned to the student for a week. The Coach is in the process of implementing positive reinforcement, incentives for appropriate behavior, a token economy system, and prompts prior to transitioning settings and activities.

*Kindergarten Referral 4:* The Coach has been assigned to the student for a week. The Coach is in the process of implementing small rewards for appropriate behavior, collaborating with the school Counselor regarding SEL services, prompting, and a token economy system.

#### **Whittier:**

*Kindergarten Referral:* The Coach has been assigned to the student for two weeks and has been working on data collection while starting to implement interventions such as scheduled sensory breaks,

prompting positive reinforcement, and a token economy system.

**District 92** - Lindop School

*Pre-K Referral:* The Coordinator will be conducting an initial observation on October 1st, 2024.

*Kindergarten Referral 1:* Coordinator has conducted the initial observation; a Behavior Coach has transitioned into the class as of October 1st, 2024.

*Kindergarten Referral 2:* The coordinator will contact the Coordinator of Special Ed regarding the next best day to observe the student.

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

**Lincoln Elementary:**

*Second Grade Referral:* The assigned Coach has been working with the student and Teacher for 3 weeks. The Coach has worked on implementing antecedent modifications (changing desks), enforcement of daily classroom expectations, a token economy system, positive reinforcement (verbal praise), as well as academic restructuring.

*Kindergarten Referral:* The Coordinator conducted initial observations; a Coach has been assigned to transition in the classroom on September 30, 2024.

*Second Grade Classroom Referral:* Due to minor behavioral issues within the classroom, a Coach has been assigned to conduct weekly check-ins with the Teacher.

**Thurgood Marshall:**

*Fourth Grade Referral:* A Behavior Coach has been assigned to the student for 4 weeks, working directly with the teacher to improve levels of assertion within the classroom. The Coach also has developed a token economy system based on the student's preferred items and classroom expectations.

*Kindergarten Referral:* The Coordinator will be conducting initial observations week of 9/30 - 10/4.

**McKinley Elementary:**

*Second Grade Referral:* The Coach has been assigned to the student for a total of 4 weeks. The Teacher has stated that the antecedent modification changes (rearranging furniture, posting words on the wall) have been implemented successfully and consistently. The Coach and Teacher also implement classroom expectations daily and have a token economy system designed regarding a pizza party based on desired behaviors over the course of 1 month.

*2 Second Grade Classroom Referrals:* The assigned Coach is working on a token economy system among the entire fourth-grade classroom based on desired behavior for a total of 1 month. The Coach works directly with Teachers to establish appropriate levels of assertion, daily expectations, and classroom modifications.

*2 Fifth Grade Classroom Referrals:* The Coordinator has conducted initial observations and assigned a Coach to transition into the classroom week of 9/30 - 10/04.

*2 Fourth Grade Classroom Referrals:* The Coordinator has conducted initial observations and assigned a Coach to transition into the classroom week of 9/30 - 10/04.

*1 Third Grade Classroom Referral:* The Coordinator has conducted initial observations and assigned a Coach to transition into the classroom week of 9/30 - 10/04.

### **District 93** - Hillside Elementary

No current referrals.

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

There are currently a total of 3 Behavior Interventionists assigned to 209; 1 is assigned to East and 2 are assigned to West. Interventionists are now assigned to Deans, who work directly under Grade Level Principals.

### **PAEC OT/PT Department**

1. During the first week of school and the beginning of September, the AT Department provided training to the PAEC Center Program teachers and program assistants on Communication within their classroom as needed.
2. The OT/PT and AT Departments are getting equipment out to students who are in need of adaptive equipment to allow them to participate in daily school activities.
3. The AT Team attended their monthly staff meeting on 9-04-24 in-person from 8:30 AM - 9:30 AM.
4. On 9-11-24, orientation was provided by OT/PT Lead to new hire OT.
5. The OT/PT Department participated in PAEC Open Houses by having therapists available on 9-11-24 & 9-12-24.
6. The OT/PT Department continues to work on the B Pod space ordering equipment and setting up current equipment at PAEC Center providing more opportunities for more calming activities with our student population.
7. Six PTs and four OTs attended the Chicago Momentum Academy Education & Technology Expo on 9-05-24.
8. Our OTs and PTs participated in the PAEC Center Welcome Back to School Pep Rally for PAEC Center on 9-06-24.
9. The OT/PT Department participated in Spirit Week the week of 9-09-24.
10. The OT/PT Department attended their monthly staff meeting on 9-12-24 via remote on Google Meets from 11:30 am - 1:00 pm.
11. Three PTs, one COTA, and one OT attended the Advancing School-Based Therapy on 9-13-24 in

Schaumburg from 12:30 pm - 4:00 pm.

12. The Lead OT/PT/AT and the AT SLP attended the Infinetec West Coalition Meeting on 9-18-24 at Marquardt District 15 Administration Center, Glendale Heights from 12:00 pm - 3:00 pm.
13. The OT/PT/AT Lead attended the Leadership Meeting on 9-20-24 at PAEC Center from 1:00 pm - 3:00 pm.
14. PTs are renewing their PT license this month.
15. Working with the Executive Director on renewing the PT Sponsor license for PAEC.
16. The Lead OT/PT/AT and the OTs are setting up the Sensory Rooms at PAEC Center, PAEC Elementary, Jefferson school in D87, and PAEC Academy.
17. Our Lead OT/PT/AT attended the OT/PT Coordinator's Consortium on 9-24-24 from 10:00 am - 12:00 pm via Zoom
18. The Lead OT/PT/AT and PAEC Center Principal continue to communicate by email with the Maywood Park District and New Star Recreation Services about collaborating on events in the community for our students. Currently working on a Fall event for the students.
19. The OT/PT/AT Lead attended the Leadership Meeting on 9-20-24 at PAEC Center from 1:00 pm - 3:00 pm.
20. The Lead OT/PT/AT, AT SLP, and Lead SLP met with the Special Education Coordinator from District 88 to discuss training for D88 staff on implementation of Assistive Technology on 9-27-24.
21. The OT/PT/AT Departments have begun to order budgeted equipment that's needed for students and programs.
22. Some equipment that came in during the month of September. See pictures below.

### Equipment:



Fidget Blanket



Fidget Apron



Sit to Stand Desk



Pencil Grips



Oral Sensory Vibration Tools



Seat Balance Disk



Body Sock



Massager



Variety of Scissors

### PAEC Psychology Department

Dr. Tom Naratadam (School Psychologist at Hillside 93) has been helping with the transition of students by providing morning and afternoon supervision. He has also been providing support with the MTSS process through the collection of data and observations. He has been providing instructional and behavioral support to a caseload of 10 students. Dr. Naratadam has also participated in early childhood screenings.

Ms. Annamaria Iarrapino (School Psychologist Intern) has been providing individual academic intervention support to a student at Sunnyside. She attended the ISPA Intern Conference in Bloomington on September 13th. Topics included learning about multicultural student needs as well as getting the most out of an internship to prepare for full-time work. Ms. Iarrapino participated in the District 87 Pre-School Screening on September 20th. She helped collect data via the DIAL and interviewed parents.

Ms. Dayle Ashley-Harding (PAEC Early Childhood Psychologist) has conducted numerous EC screenings and TPBAs so far this school year. She has provided support and training to staff who are new to the TPBA process, including to our two bilingual school psychology practicum students, Ms. Alexia Flores and Ms. Annette Garcia, both of The Chicago School of Professional Psychology.

Dr. Michael Cermak (PAEC Lead School Psychologist) has been providing some MTSS support to St. John Vianney. He has also been working with Mr. Kevin Grochowski, MacArthur Middle School Principal, as his school leadership intern supervisor to collect data on student attendance and connectedness to school in order to create a plan for school improvement at MacArthur as part of his internship. Dr. Cermak provides individual SEL support to several students at MacArthur on topics ranging from emotional regulation, to anger management, and organizational strategies. Dr. Cermak will be assisting District 87 with their implementation of Elyssa's Mission program in early October at Northlake and MacArthur Middle Schools.

### PAEC Social Work Department

1. Ms. Jill Collins, M.S.W., Ms. Anna Landmeier, L.C.S.W., and Ms. Ali Kagan, M.S.W., (PAEC School Social Workers-PAEC Center School) have been meeting with the students on their caseload individually and/or in group. They developed and administered a classroom needs assessment to

the high school teachers regarding the social/emotional learning and skill development needs of the students. SEL topics/activities covered include: Classroom Rules; Getting to Know You; All About Me/Self-Awareness; Various Icebreaker Activities (i.e., Classmates Bingo, Back to School Bingo, This or That; etc.); Safety; Likes/Dislikes; Respect; Learning to Keep Hands to Self; and Coping Strategies. Additionally, the PAEC Center social workers have been planning, coordinating, and assisting the program with Open House, Red Ribbon Week activities, Fall Themed Activities, Special Events, and various groups for student resources (i.e., Mrs. Merry, Dylan from And Next Comes L, etc.).

2. Ms. Kenya Dockens, L.C.S.W. (PAEC School Social Worker-Hillside School) has been facilitating various MTSS Groups: The 6<sup>th</sup> grade MTSS group has been focusing on Planning Skills; and the 7<sup>th</sup> and 8<sup>th</sup> Grade MTSS groups have been focusing on Stress Responses (i.e., Flight, Fight, Freeze, etc.). Ms. Dockens has been involved in the following Hillside School committees: New Teacher Mentor Meetings; Infinite Campus; Evacuation Procedures; and Staff Duties/Norms. Additionally, Ms. Dockens attended a training on McKinney Vento on 9/17/2024.
3. Ms. Nicole Pena, M.S.W. (PAEC School Social Worker-PAEC Academy School) has been facilitating whole classroom groups, small groups, individual sessions, and push-in social work services to the students attending PAEC Academy. Topics covered include: Hispanic Heritage; Learning to Label Your Emotions; and the Characteristics of a Good Friend. Additionally, Ms. Pena has been providing daily check-ins and check-outs with students, and has collaborated with other therapists (i.e., SLP, OT, PT, etc.) for Super Group; and has been facilitating daily breakfast push-ins to the kindergarten classroom. Ms. Pena provides ongoing consultation with teachers regarding students' behaviors, goals, and crisis intervention.
4. Ms. Lisa Pirrello, L.C.S.W., Ms. Donna Kuchera, M.S.W., Ms. Kelsey Thomas, M.S.W., Ms. Ali Kagan, M.S.W., and Ms. Tanajah Fields, Social Work Intern (PAEC Lead School Social Worker, PAEC School Social Workers, and Social Work Intern-PAEC Alternative High School Therapeutic Day School) are currently providing individual/small group social work sessions and have been covering the following topics: Conflict Resolution; Appropriate Communication Skills; Impulse Control; Grounding Techniques; Coping Strategies; and Anger Management Skills. Additionally, Ms. Pirrello is the assigned Field Instructor for the School Social Work Intern, Ms. Tanajah Fields, College of Social Work-Loyola the University of Chicago. Ms. Fields has been splitting her time between PAEC High School Therapeutic Day School and Hillside School. Currently, in the PAEC High School building, Ms. Fields has been seeing various students individually and in small groups. Additionally, Ms. Fields has been observing the IEP annual review, domain, and EDC meetings with Ms. Pirrello, and also observed a parent interview meeting. Ms. Pirrello arranged for the Comfort Dogs to visit the PAEC High School Therapeutic Day School Program, PAEC Elementary School, and PAEC Early Childhood Program on Thursday, October 17, 2024.
5. Ms. Vicki Bailey, L.C.S.W., and Ms. Glenda Liboy, L.C.S.W., (PAEC School Social Workers-Proviso West High School) continue to provide individual & small group school social work services to the students with special education needs and to students in the TST Program. Both school social workers have been covering the following topics: Getting to Know You; How to Survive the Tough Times; School Attendance Concerns; Problem Solving/Coping Strategies; and Joining School Clubs to increase Socialization Skills. Additionally, Ms. Liboy and Ms. Bailey have been attending annual review, domain, and EDC meetings, as well as scheduling and completing parent/guardian, student, and teacher interviews/meetings as it relates to triannual meetings that have been scheduled.
6. Ms. Dianna Stephens, M.S.W., A.C.S.W., P.P.S.C, C.W.A and Ms. Temika Peace, M.S.W. (PAEC School Social Workers-Proviso East High School) have established their caseload schedule for the first semester, and have begun providing individual & small group social work services. Topics covered include: Establishing Group Rules; Getting to Know You; Managing Stress, Coping Strategies, and attendance/behavior/grade concerns. Both school social workers continue to make calls to parents/guardians for students who continue to be truant from school. Additionally, Ms. Stephens assisted the District 209 school social workers in the planning for Suicide Awareness

Week Events and in building a clothing closet. Ms. Stephens has been in contact with Loyola about additional services for the life skills/transition students.

7. Ms. Monette Carlos, L.C.S.W. (PAEC School Social Worker-PAEC E.C. Program) is currently providing social work groups in the E.C. classrooms and covering the topic of Listening Skills. Ms. Carlos provided student activities using their eyes and ears (i.e., listening to different sounds; playing "I Spy", etc). During the E.C. Programs Open House, Ms. Carlos compiled the parent orientation presentation. Ms. Carlos has been reaching out to E.C. parents who were in need of some daycare resources or pediatrician referrals, as well as discussing how parents might practice certain social skills at home (i.e., sitting with family during meals, putting toys away, etc.). Additionally, Ms. Carlos wrote a mini-grant proposal for speakers to present to 3 different parent groups on such topics as Weaning from a Baby Bottle; the Importance of Establishing Sleep Routines; and Assisting the Picky Eater.
8. Mr. Patrick Rossi, L.C.S.W., and Niane Serrano, M.S.W. (PAEC School Social Workers-PAEC Elementary School) are currently providing individual & classroom group social work services to students on their caseload. Mr. Rossi and Ms. Serrano are facilitating push-in lessons, during the classroom groups, this school year. Topics discussed include: K-5<sup>th</sup> Grades: Zones of Regulation; Asking/Playing with Friends; 6<sup>th</sup>-8<sup>th</sup> Grade: CBT Triangle/Cognitive Distortions; DBT Skills and Anger Management. Additionally, Mr. Rossi and Ms. Serrano started the PAWS reward program and Student of the Week. Both social workers continue to manage ongoing crisis management and intervention strategies throughout the school day.
9. Ms. Lisa Pirrello, L.C.S.W. (PAEC School Social Work Lead), as acting President of the Illinois School Social Work Supervisors & Coordinators Council (ISSW-SCC), will be chairing the ISSW-SCC's October 25, 2024 meeting. On October 16, 2024, Ms. Pirrello and Mr. Mike Rudolph of Riveredge Hospital will be facilitating the LAN 60 meeting from 1pm-2:30pm.
10. The next PAEC School Social Work Department's 2022-23 Professional Development will be:  
Date: Friday, October 4, 2024  
Time: 10 am-1 pm  
Speaker: Ms. Maureen Walsh, WPFT  
Topic: Grief Counseling with Children & Adolescents-Part 2

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

- ❖ Jennifer Passalacqua, SLP from Communicative Minds LLC, is joining the Speech/Language department 3 days/week to cover the last open position at PAEC Elementary School.
- ❖ The Lead SLP attended the Leadership team meeting on September 20th in the PAEC Center Board Room.
- ❖ Lesson Pix Director of Educational Programs and SLP, Beth Poss, did a training for the SLPs on using and exploring LessonPix to create customized visual supports for students and classrooms.
- ❖ The SLPs attended a department meeting on Wednesday, September 25th. Topics discussed included beginning of the year updates, paperwork requirements, Embrace requirements and updates, and more.
- ❖ Janani Webb and Courtney Grimes, SLPs from Blazer Works presented an inservice for the SLP department on Selective Mutism on Wednesday, September 25th from 1:15-2:45 pm.
- ❖ The Lead SLP attended the first Northern IL Speech/Language Coordinators meeting for this school year on Friday, September 27th. Topics included upcoming professional development, gestalt language processing, AAC process and procedures, IDFPR licensure updates, and more.

- ❖ The Lead SLP, OT/PT/AT Lead, and AT SLP met with the Special Education Coordinator for D88 to discuss the implementation of Assistive Technology and AAC across district programs.

**PAEC Special Olympics**

There is no report for September 2024.