

# Proviso Township High Schools Board of Education Regular Meeting

Tuesday, October 24, 2023

5:30 PM

PMSA CAFETERIA

8601 W Roosevelt Rd

Forest Park, Illinois 60130

## AGENDA

### BOARD OF EDUCATION MEMBER OATH OF OFFICE

**I, do solemnly swear** that I will faithfully discharge the duties of the office of member of the Board of Education of Proviso Township High Schools District 209, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

**I further swear** that:

**I shall respect** taxpayer interests by serving as a faithful protector of the School District's assets;

**I shall encourage** and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;

**I shall recognize** that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting;

**I shall abide** by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels.

**As part of the Board of Education**, I shall accept the responsibility for my role in the equitable and quality education of every student in the School District;

**I shall foster** with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for Proviso Township High Schools District 209;

**I shall assist** in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;

**I shall strive** to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

**I shall serve** as education's key advocate on behalf of students and our community's school (or schools) to advance the vision for Proviso Township High Schools District 209; and

**I shall strive** to work together with the District Superintendent to lead the School District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development.

**EXECUTIVE SESSION 5:30 PM**

**OPEN SESSION 7:30 PM**

1. Call to Order
2. Establish Quorum
3. Retire to Executive Session
4. Executive Session Board of Education

A. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1)

B. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5 ILCS 120/2(c) (2).

C. Litigation, when an action against, affecting or on behalf of the particular public body has been filled and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c) (11).

5. Reconvene the Regular Meeting

6. Pledge of Allegiance

7. PTHS D209 Vision Statement

8. Public Comments

9. Reports and Communications from the Superintendent of Schools

3

**Closed Session In Progress**

**Board of  
Education**



**Amanda Grant**  
President



**David Ocampo**  
Vice President



**Jennifer Barbahen**  
Secretary



**Rodney Alexander**  
Board Member



**Sandra Hixson**  
Board Member



**Arbdella "Della" Patterson**  
Board Member



**Sam Valtierrez**  
Board Member

# New Beginnings...

**Board of Education  
Regular Meeting  
October 24, 2023  
Dr. Bessie Karvelas  
Acting Superintendent**



**PROVISO** MATHEMATICS & SCIENCE ACADEMY



**PROVISO** WEST

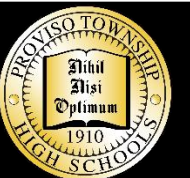


**PROVISO** EAST



**ONE PROVISO**

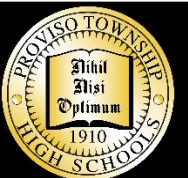
# PUBLIC COMMENTS



# Superintendent's Report

6

**Dr. Bessie Karvelas, Acting Superintendent**  
**October 24, 2023**



# A Multidisciplinary Approach to Improve Scholar Attendance

7

**Sharon Williams, Ed. D.**

**Deputy Superintendent of Schools**



# ISBE Summative Designation & Definitions

## *School Quality and Success Indicator*

### *Chronic Absenteeism: 10%*

#### **Chronically Absent**

The student is absent for 10% or more of the total number of school days.

Example: If membership days = 100, then 10+ days yields chronically absent.

#### **Chronically Truant**

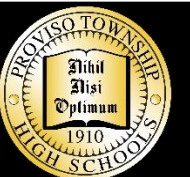
The student is absent for 5 – 10% of the total number of school days.

Example: If membership days = 100, then 5 – 9 days absent yields chronically truant.



# What are some of the factors that impact attendance?

- Scholars' tardy to school
- Scholars' skipping classes
- Unexcused absences
- Low interest in school or class
- Post-Covid attendance syndrome
- Exclusionary practices (out-of-school suspensions)
- Gaps in record keeping



# What Constitutes a "Full-Day" of School?

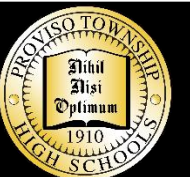
<b>Day Type</b>	<b>Day FTE</b>	<b>Minutes</b>	<b>Class Periods Present</b>
Full Day	1.0	350	7
Full Day	1.0	300	6
Half Day	0.5	250	5
Half Day	0.5	200	4
Half Day	0.5	150	3
Zero Day	0	100	2
Zero Day	0	50	1
Zero Day	0	0	0



# Impact of Attendance on Grades SY 22-23

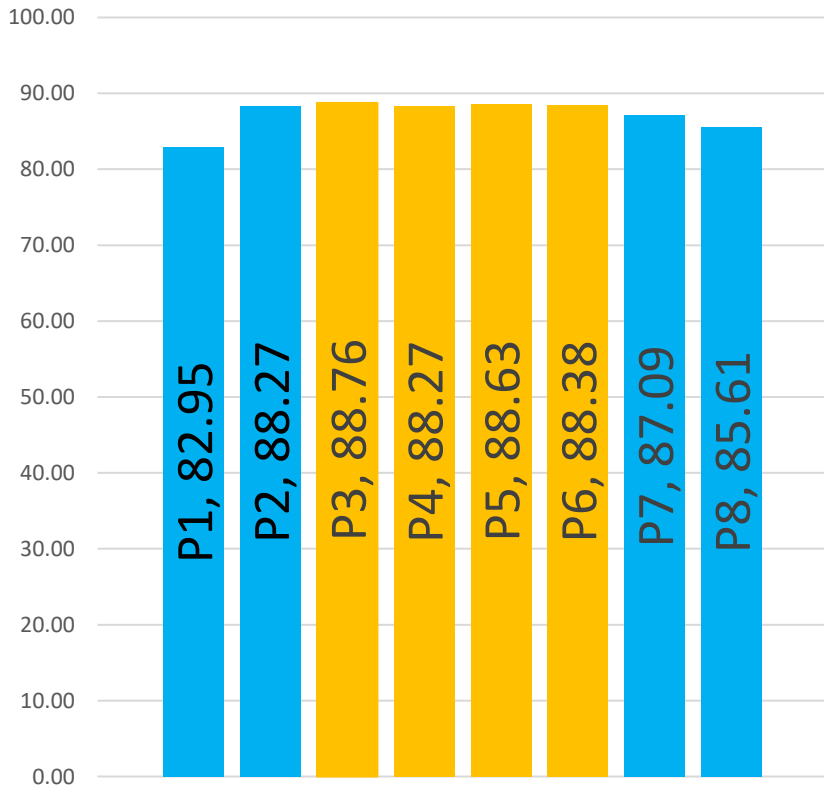
	Green, 90%	Yellow, 80-89%	Red, 45-79%	Purple, 0-44%
Green, 0 F	30.57	18.23	16.20	1.94
Yellow, 1 F	2.61	3.31	6.42	1.25
Red, 2, 3, 4 F	1.03	1.94	7.38	3.35
Purple, 5, 6, 7 F	0.02	0.05	1.41	4.29

11

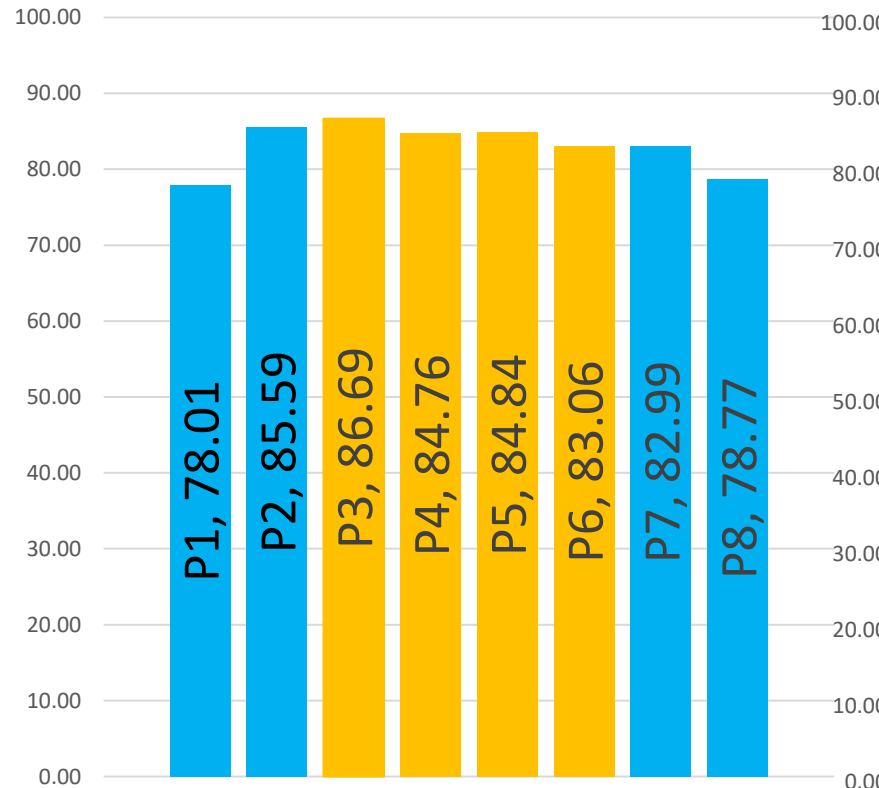


## What is the Current State of Attendance in SY23-24?

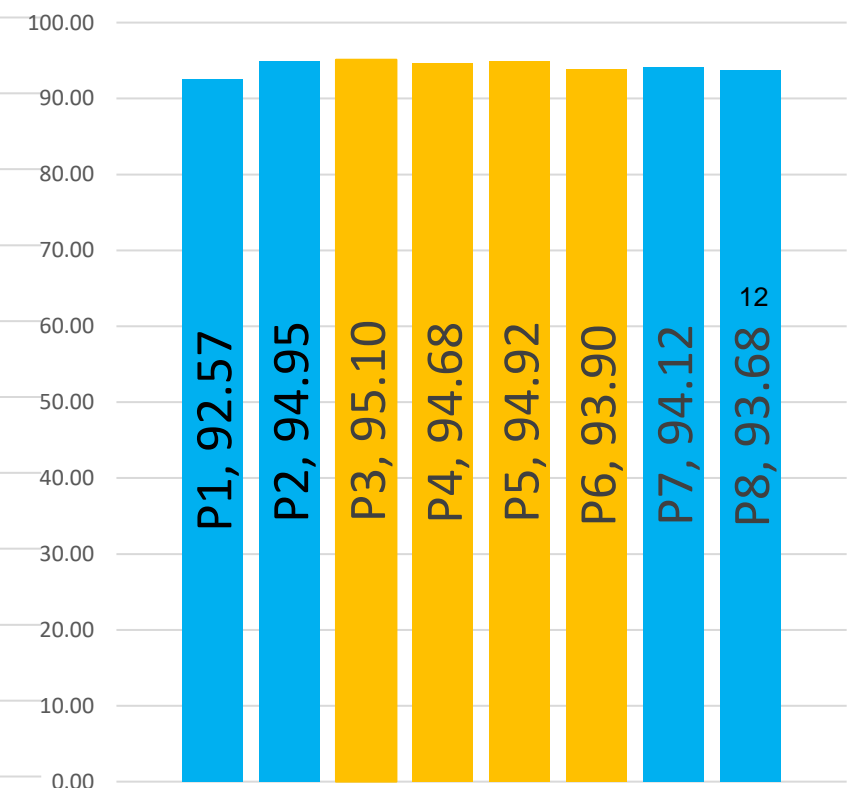
### PEHS Attendance by Period



### PWHS Attendance by Period

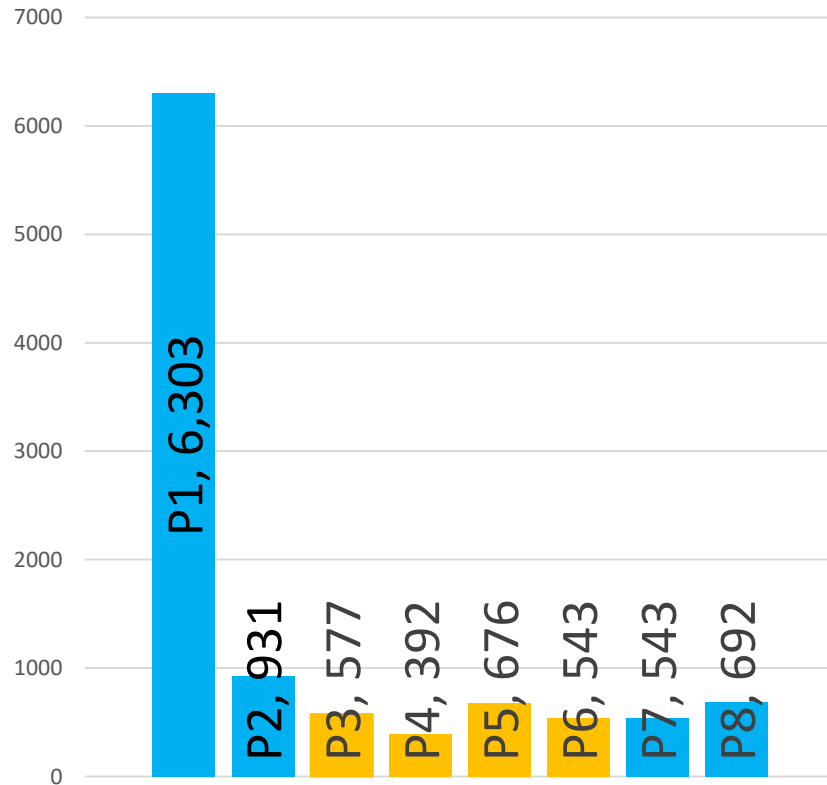


### PMISA Attendance by Period

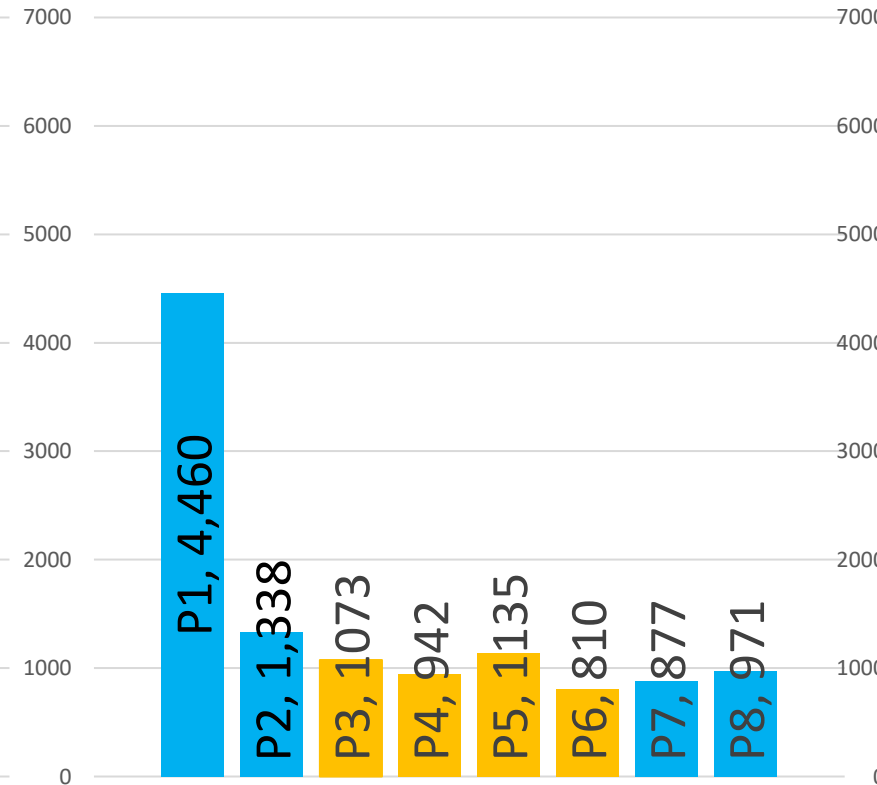


## What is the Current State of Attendance in SY23-24?

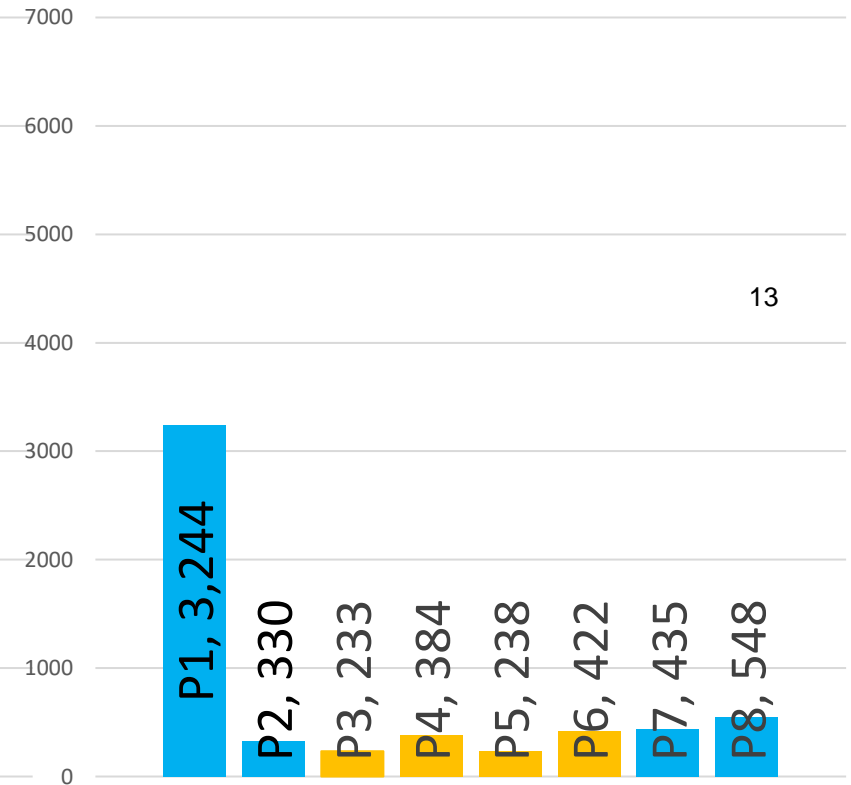
### PEHS Tardies by Period, YTD



### PWHS Tardies by Period, YTD



### PMSA Tardies by Period, YTD

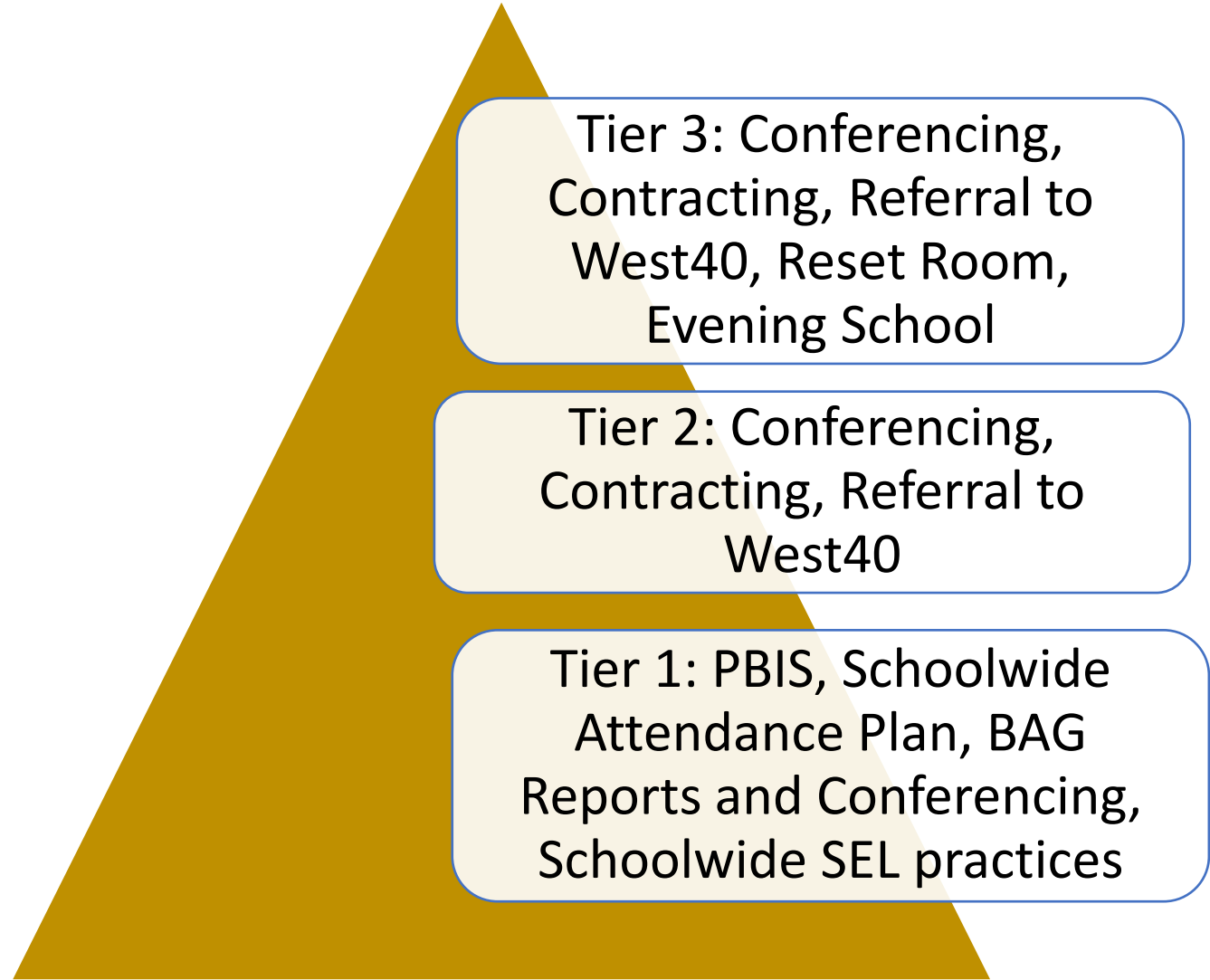


## What are school teams doing to support student attendance?

- ✓ 5- and 10-day Absence Letters
- ✓ Weekly Attendance Tracking
- ✓ Counselors Communicating Home
- ✓ Grade Level Admin Calls after 3 consecutive days
- ✓ 5- and 10-day Absence Letters
- ✓ Schedule Parent Conferences with Administration
- ✓ Refer to West40 / PAEC Interventionists for Additional Support
- ✓ Quarterly Grade Level Meetings
- ✓ Daily monitoring by administration
- ✓ One to One Conferences
- ✓ Parent Conferences
- ✓ Proactive vs Reactive Approach
- ✓ Monthly Rewards / Incentives for Positive Behaviors (Assemblies, Certificates, Lunch with the Principal)
- ✓ Recognition for good attendance
- ✓ Identify and mitigate factors that contribute to poor attendance

14

# MTSS Framework for Attendance Support



# BOARD OF EDUCATION: OCTOBER 24, 2023

Action	Time Frame	Responsible
Positive Behavior Intervention and Supports (PBIS) Plan	School teams establish PBIS plan and monitor weekly	Instructional Leadership Team
Schoolwide Attendance Plan	Monitor weekly	Instructional Leadership Team
Scholar Conferences (Behavior, Attendance, Grades (BAG) Report	Conference at least once per grading period	Teachers, school leaders, families
Schoolwide Social Emotional (SEL) Learning Practices	Monitor weekly	Teachers and staff, school leaders

**Tier 1**  
All Scholars 16



# BOARD OF EDUCATION: OCTOBER 24, 2023

Action	Time Frame	Responsible
Scholar Conferences (Behavior, Attendance, Grades (BAG) Report	Conference at least twice per month	Teachers and staff, school leaders, families
Social Emotional Learning (SEL) Small Groups/Individual Intervention	Conduct weekly	Teachers, school counselors, social workers, school leaders
Attendance Contracts	Check-in at least weekly	Teachers, school counselors, social workers, school leaders, families
Referral to Truancy Support (West40)	When identified as being chronically absent (10% of days missed)	Social workers, school counselors, school leaders, families

## Tier 2

Scholars who are chronically absent or truant or in danger of being<sup>17</sup> chronically absent of truant

Action	Time Frame	Responsible
Scholar Conferences (Behavior, Attendance, Grades (BAG) Report	Conference at least weekly	Teachers and staff, school leaders, families
Social Emotional Learning(SEL) Small Groups/Individual Intervention	Conduct at least twice a week	Teachers, school counselors, social workers, school leaders
Attendance Contracts	Check-in at least twice a week	Teachers, school counselors, social workers, school leaders, families

## Tier 3

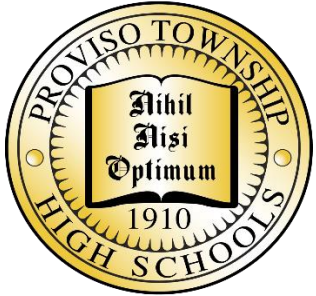
Scholars who are chronically absent and have been provided Tier 2 supports<sup>18</sup>

# BOARD OF EDUCATION: OCTOBER 24, 2023

Action	Time Frame	Responsible
Referral to Truancy Support (West40)	When identified as being chronically absent (10% of days missed)	Social workers, school counselors, school leaders, families, West40 staff
Reset Room	When identified as being chronically absent (10% of days missed) and/or excessive class skipping.	School leaders, Reset Room Teachers
Evening School	Refer to Evening School after intensive (6 – weeks or longer) intervention with no improvement.	School leaders, school counselors, Coordinator of MTSS, families

## Tier 3

Scholars who are chronically absent and have been provided Tier 2 supports<sup>19</sup>



**Proviso Township High Schools**



**Triton College**

# Dual Degree

October 24, 2023



## JUNIOR STATUS GOES TO COLLEGE

1. Students take classes to fulfill High School graduation requirements as well as an Associate of Arts degree by the end of their senior year.

21

2. Illinois Articulation Initiative (IAI) courses are selected for easy transfer to a four-year institution.

3. During their Junior and Senior year, students will participate in college courses at Triton College



# Preferred Requirements

- Student must be in good standing with PTHS 209
- Student must be on track to graduate
- Student must have 2.5 or above Grade Point Average (GPA)
- Student must have at least 90% attendance rate
- Student must have completed two years of high school math (IM1 and IM2)
- Student must have recommendations from two teachers and their school counselor
- Must take the Triton Accuplacer Placement Tests below.
  - Math Advanced Algebra - 240 or higher score
  - Reading & Writing Combined 550 or higher score

# Dual Degree Supports

- No cost to students for tuition, fees, books, etc. (with passing grade)
- Adviser will check-in with students every two weeks
- Triton Early Warning System
- In-person and virtual tutoring and student support groups.
- Triton Transfer Center support for transferring to a 4-year institution.
- First Year Success Course - CSG 296 **Dual Degree Bootcamp** (3 credits)
  - Dates: July 1- July 26: 4 weeks, 4 days a week, 3 hours daily
  - Location: Triton College
  - Time: 10am-12:50pm M,T,W,TH
- Mandatory **New Student Orientation** June 11, 2023 10am-1:30pm

# CSG 296 Dual Degree Program Bootcamp

Preparation for a successful transition into college by focusing on skills, including time management, goal setting, note-taking, test-taking strategies, and effective use of electronic & social media platforms. We will also gain an understanding one's self – personality, values, & skills, learn about responsibility to self and others while learning about the importance of diversity, equity and inclusion. The process of career exploration and university transfer will also be covered.

# Benefits and Considerations

- Significantly reduces the cost of higher education.
- It begins the transition to college early.
- Expands academic options for college-bound high school students.
- Be on Triton's Calendar - Spring break, Winter break
- Do our best to schedule 8:00 am - 3:00 pm
- Students and families need to commit to the semester.
- You must provide your own transportation to Triton
- Courses outside of degree program at your own cost
- Students can participate in sports and after school activities and club.
- Proviso's Director of Early Admissions will be added support for our students in the program.

# PROVISO HS Graduation Requirements

- English .....4 credits
- Mathematics .....3 credits
- Science .....3 credits
- Social Studies.....3 credits (incl. Civics & Black History 365; Constitution Test)
- Physical Education .....4 credits (Students can be exempt from PE if they are in need of required credit to graduate or need an additional course for admission to a particular college) <sup>26</sup>
- Fine & Applied Arts .....1 credit
- Other Electives.....3.5 credits
- Digital Literacy .....embedded into Math
- Consumer Education .....1/2 credit

# Triton Associates of Arts Example

## Junior Year

### Fall

- RHT 101 - Freshman Rhetoric & Composition (3)
- Gen Ed Humanities (3)
- Gen Ed Math (3-5)
- Gen Ed Social and Behavioral Science (3)
- Program Elective or Foreign Language (3-4)

### Spring

- RHT 102 - - Freshman Rhetoric & Composition II (3)
- Gen Ed Fine Arts(3)
- Gen Ed Life Science(3-4)
- Gen Ed Social and Behavioral Science (3)
- Program Elective or Foreign Language (3-4)

# Triton Associates of Arts Example

## Senior Year

### Fall

- SPE 101 - Principles of Effective Speaking (3)
- Gen Ed Humanities or Fine Arts (3)
- Gen Ed Physical Science(3-5)
- Gen Ed Social and Behavioral Science (3)
- Program or Gen Elective (3-4)

### Spring

- Program or Gen Electives (12)  
(3-4 classes)
- Gen Elective or Foreign Language (3-4)

# Accuplacer Information

EDUCATORS

## What Is ACCUPLACER?

ACCUPLACER is the most powerful tool available to help colleges assess student readiness for introductory credit-bearing courses and make reliable placement decisions.

[Request an Account](#)

[Learn More](#)

# Option for in Person Testing



## On-campus placement testing instructions:

**Step 1:** Make an appointment using the "appointment locator" at the top of this page. (Even though the appointment slot will only show for 15 minutes, your exam session will take about 3 hours to complete.)

**Step 2:** Check in on campus at the Testing Center (Building A, room A-126) at your scheduled appointment date and time. A valid ID with your name and photo on it is required.

# Option for Remote Testing

## Remote placement testing instructions:

For remote placement testing, you will NOT be making an appointment on this page. You will be making your appointment on the Examity website after you receive your test voucher. Please follow these steps for remote testing:

**Step 1:** Review and confirm your computer requirements at <https://www.accuplacer.org/#/systemRequirement>

\*You may continue to step #2 below if your equipment passes all the requirements.

\*\*If your equipment does not pass all the minimum requirements, it is recommended that take your placement exam on-campus by following the steps in the section above\*\*

**Step 2:** If your computer requirements are met, complete and submit this Examity Accuplacer Request Form <https://forms.gle/eS1rNBLzXQ99nrA49>

# Option for Remote Testing

**Step 3:** Receive email from Accuplacer with test voucher and appointment scheduling instructions within 24 hours (requests submitted Friday - Sunday may not be processed until the following Monday)

**Step 4:** Schedule your testing appointment with Examiity

**Step 5:** Complete your Accuplacer test during your scheduled time with Examiity (exam must be completed in one sitting)

**Step 6:** Receive “next steps” instructions from Triton testing staff within about 24 hours of completing Accuplacer (Friday - Sunday testing may not be processed until the following Monday)



# Questions?

# Grade Level Promotion

- Grade 9 (Freshman): 1st year of HS attendance, less than 6 credits.
- Grade 10 (Sophomore): students who have earned a minimum of 6 HS credits.
- Grade 11 (Junior): students who have earned a minimum of ~~12~~ **13** HS credits.
- Grade 12 (Senior): students who have earned a minimum of ~~(16)~~ **18** HS credits.

34

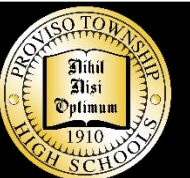


# Facilities Meeting: October

*Gilbane & Perkins Will*

35

**Mr. L.T. Taylor**  
**Director of Operations**



**BOARD OF EDUCATION: OCTOBER 24, 2023**

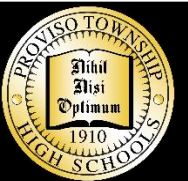
# Board of Education Meeting

Proviso Township High Schools District 209  
October 24, 2023



Perkins & Will

**PROVISO TOWNSHIP HIGH SCHOOLS DISTRICT 209**



# **Agenda**

37

- 1. 2023 Work – Punch List Updates**
- 2. Miscellaneous Projects**
- 3. 2024 Work Schedule Adjustments**



**2023 Work:  
Occupancy & Completion**

38

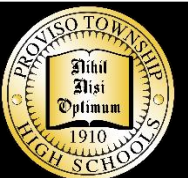


## Punch List Support

Project	Total Items	Items Open
East Summer 2021	403	4
East Summer 2022	222	10
East Summer 2023	215*	*
West Summer 2021	705	0
West Summer 2022	429	0
West Summer 2023	228*	*

\* Summer 2023 punching is on-going

Items closed when contractor notifies design team item is complete and design team verifies.



## Punch List Support: Additional Scope Items



Additional acoustical treatment in high-traffic corridor areas

Wire management and additional exposed structure patching (cosmetic) in cafeteria



40



# Miscellaneous Projects

41



## Proviso West Soil Update

Civil engineer has identified two design criteria:

- a) The re-grading needs to be extensive enough that all the soil is used.
- b) The re-grading cannot exceed 0.5 acres without triggering MWRD stormwater management requirements.

MWRD permitting will be **required**.



Approximate location of soil pile



## Proviso East Upper Gym Egress Stairs

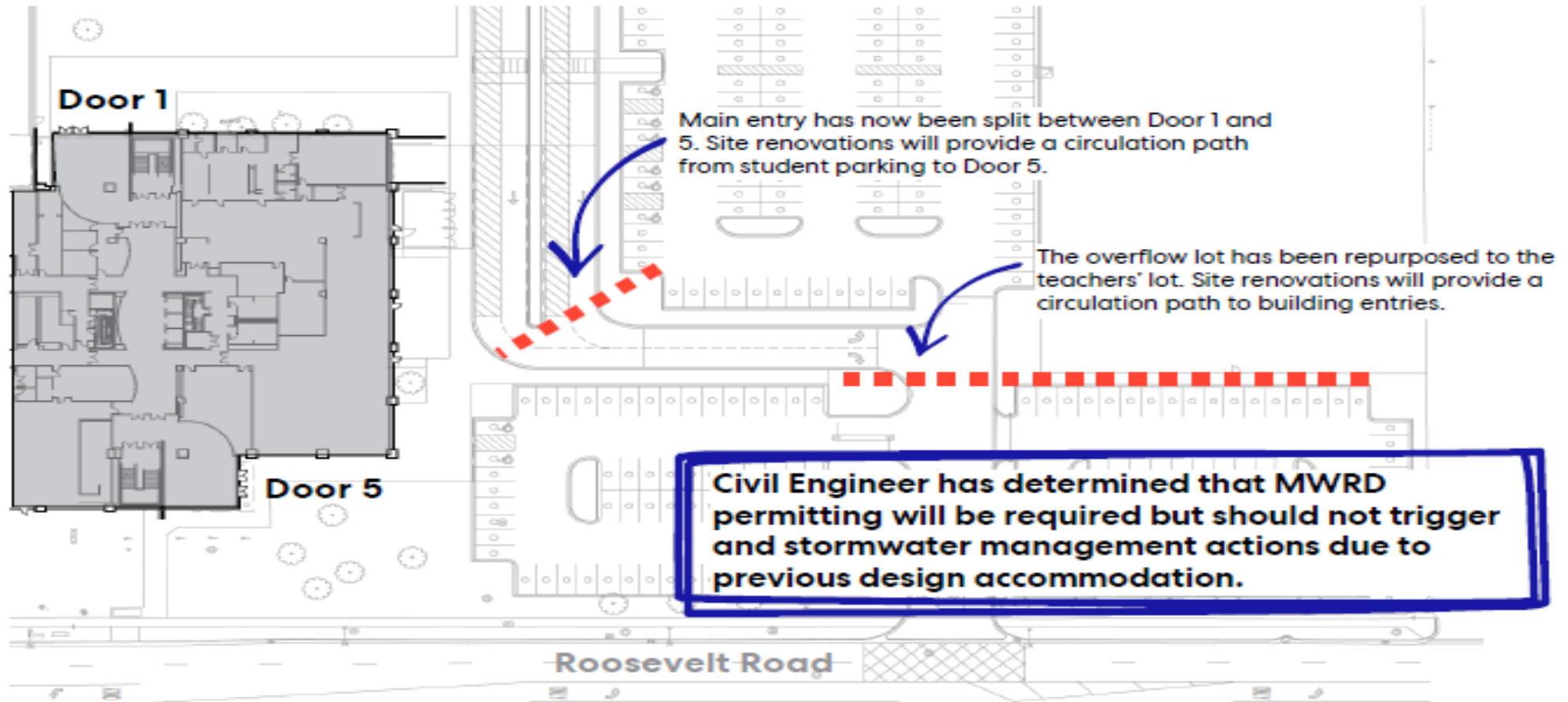
### Door 27 Stair

- ~~1. Cordon off stair and platform. **Do Not Use.** This includes loading and unloading of materials at the upper platform.~~
- ~~2. Reduce and post occupancy allowable for upper gym, provide a temporary stair.~~
- ~~3. Demolish existing stair and supporting structure.~~
- 4. Replace stair with permanent stair**



43

## PMSA Parking Lot Improvements



# **2024 Work Schedule Adjustments**

45

10



**Thank You!**  
*Discussion*



# BOARD OF EDUCATION: OCTOBER 24, 2023



## Proviso Township High Schools District 209

*Board of Education Meeting  
Tuesday, October 24, 2023*



47





## **Agenda**

1. Construction Summer 2023 Punchlist update
2. Proviso West Curb Remedy Update
3. Procurement Schedule update
4. 2023-2024 Budget Allocation/Allowance Update

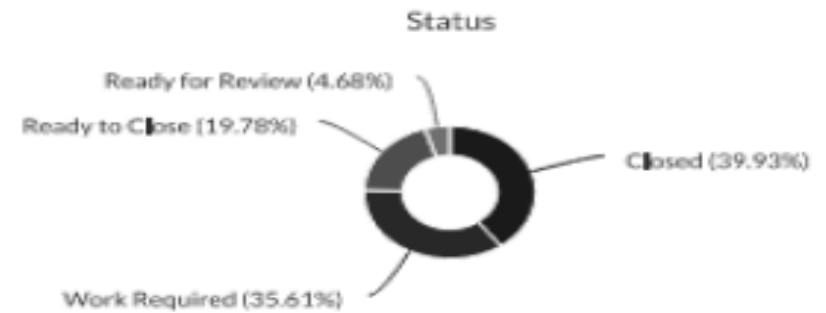




## Proviso Township High Schools Punchlist at Proviso East

### 65% Complete With Punchlist

- Mechanical Punchlist Status:
  - 16 of 74 Items Completed
- Electrical / Low Voltage Punchlist Status
  - 69 of 72 Items Completed
- Finishes Contractor Punchlist Status
  - 83 of 111 Items Completed
- General Trades Contractor Punchlist Status
  - 10 of 23 Items Completed





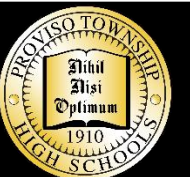
## Proviso Township High Schools Punchlist at Proviso West

67% Complete With Punchlist

- Mechanical Punchlist Status:
  - 87 of 94 Items Completed
- Electrical / Low Voltage Punchlist Status
  - 3 of 14 Items Completed
- Finishes Contractor Punchlist Status
  - 36 of 53 Items Completed
- General Trades Contractor Punchlist Status
  - 34 of 73 Items Completed



50





# Proviso West Curb Tolerance Update

Examples of What Replacement Would Look Like





# Proviso West Curb Tolerance Update

Schroeder Asphalt is Offering Savings/Credit In Lieu Of Replacement

1. Credit For Scope Of Replacement - \$6,080
2. Will Complete Patching of Current Damaged Asphalt  
Caused by Water Main Break at No Charge – Value of Work - \$2,500
3. Completed Additional Storm Drainage Piping  
at no charge to district (Good Faith) – Value of Work - \$1,500

52

**Total Savings to District - \$10,080**

Gilbane Estimating Department Estimate On Curb Replacement Costs

$$\$45/\text{lf} \times 190\text{lf} = \$8,550$$

Savings to district is greater than estimated value of the remedy





# **Procurement Schedule Update 2023 Work**





## Proviso District 209 Bid Release 16

BP-04C Masonry Restoration Work, BP-12D Salt Shed Work, BP-28D Security Camera Work and BP-33C Underground Well Repair Work

Bid Opening – 09.28.23

Scope Review Meeting – 09.29.23

RTA to District – 10.16.23

Board Meeting – 10.24.23

## Proviso District 209 Bid Release 17

Potential Work – Proviso West Soil Stockpile Grade Out, Proviso East – Upper Gym Exterior Stair, Proviso Math and Science Overflow Parking

Advertisement - TBD

On Street Bidding - TBD

Bid Opening – TBD

Scope Review Meeting – TBD

RTA to District – TBD

Board Meeting – TBD



# BOARD OF EDUCATION: OCTOBER 24, 2023



## Proviso District 209 Bid Release 16 – Security Camera Estimate 05.18.23

PROVISO TOWNSHIP HIGH SCHOOLS DISTRICT 209  
 CAPITAL IMPROVEMENTS 2024 - 2025  
 Summer 2024 / 2025 Work  
 Forest Park, IL



5/18/2023

PROJECT LIST		2024 / 2025
FACILITY MASTER PLAN ITEM #	Group B - CCTV Work	Budgetary Estimate
<b>PROVISO MATH AND SCIENCE</b>		
1	CCTV	1,988,200
	Sub Total	1,988,200
<b>PROVISO EAST HS</b>		
1	CCTV	1,605,400
	Sub Total	1,605,400
<b>PROVISO WEST HS</b>		
1	CCTV	1,575,400
	Sub Total	1,575,400
<b>SUBTOTAL CONSTRUCTION</b>		<b>5,190,000</b>
Escalation - + 7% 2024 - + 4 % 2024 - + 4 % 2025		772,500
Design/Estimating Contingency - 10%		582,250
Construction Contingency - 3%		195,443
Owner Contingency - Not Included		
<b>Total Hard Construction Costs</b>		<b>6,710,193</b>



# BOARD OF EDUCATION: OCTOBER 24, 2023



## Proviso District 209 Bid Release 16 – Security Camera Alternates – Under Review and Consideration

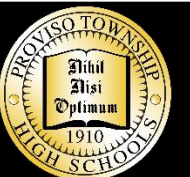
ALTERNATE PRICES			
	Alternate #1: PROVISO EAST REUSING EXISTING CAT-6 CAMERA CABLING: Cost reduction for reusing existing cat-6 camera cabling to service new cameras shown at previous camera locations, all new camera locations (without existing cabling present) will require new cat-6A camera cabling. All other unused/abandoned cables to be removed completely. All cabling that is being reused shall be tested per EIA/TIA requirements. Existing camera cables going back to IDF racks (not shown to be reused) under base bid shall be removed completely. Unused boxes and race ways shall also be removed and include patching and painting as needed.		-\$94,322.00
	Alternate #2: PROVISO WEST REUSING EXISTING CAT-6 CAMERA CABLING: Cost reduction for reusing existing cat-6 camera cabling to service new cameras shown at previous camera locations. All new camera locations (without existing cabling present) will require new cat-6A camera cabling. All other unused/abandoned cables to be removed completely. All cabling that is being reused shall be tested per EIA/TIA requirements. Existing camera cables going back to IDF racks (not shown to be reused) under base bid shall be removed completely. Unused boxes and race ways shall also be removed and include patching and painting as needed.		-\$80,324.00
	Alternate #3: PROVISO EAST / PROVISO WEST / PROVISO MATH AND SCIENCE – FLOCK SAFETY LICENSE PLATE: furnish and install the flock safety license plate recognition system at locations identified on the drawings.		\$280,000.00
	Alternate #4: PROVISO WEST – ADDITIONAL EXTERIOR CAMERAS: Furnish and install additional building mounted exterior cameras to provide coverage of the south parking lot as identified on the drawings. For 300/PTZ camera locations shown furnish and install high power midspan, PTZ heater power supply and 120V power for these devices. Connect to local emergency power source available.		\$19,000.00
	Alternate #5: PROVISO EAST / PROVISO WEST / PROVISO MATH AND SCIENCE PARKING LOT CAMERA UPGRADE: Upgrade parking lot single light pole camera to 360/PTZ style for camera locations shown on drawings, this may require upgrades as necessary to media converter cabinets specified to include 120volt breaker, din rails, power supply, PTZ heater power supply and 120volt connections to pull box in base of light pole, active media converter cabinets may only require additional PTZ heater power supply. Verify pole locations for actual requirements.		\$25,780.00
	Alternate #6: PROVISO EAST / PROVISO WEST / PROVISO MATH AND SCIENCE: BUILDING MOUNTED EXTERIOR CAMERAS: Furnish and install additional building mounted exterior cameras to provide coverage of the main sidewalks and main streets around the building as identified on the drawings.		\$27,344.00
	Voluntary Alternate # 1: Additional Three Year Warranty Proviso East		\$66,867.00
	Voluntary Alternate # 2: Additional Three Year Warranty Proviso West		\$66,867.00
	Voluntary Alternate # 3: Additional Three Year Warranty Proviso Math Science		\$81,180.00





# **Budget Allocation and Contingency/Allowance Update**

57





## 2023 Project Funding

- *Gilbane Worked with District 209 in Identifying Scope of Work For Upcoming Board Resolution on Funding 2023/2024 Work*

## 2023/2024 – Contingency/Allowance Recap

- *\$262,676 Allowance Expenditures to Date*
- *\$627,323 Balance of Unused Allowance to Date*
- *\$101,702 Contingency Spent*
- *(\$525,621) Net Amount to be returned to District if Project Ended Today*



## Proviso Township High Schools Tracking Logs

### Proviso High School District #209 - Phase 2 Sequence 2 Allowance Tracking



10/20/2023

#### Phase 2 Sequence 2 - Proviso West

#### Proviso West Mechanical Upgrades

Bid Package	Contractor	Total Allowance Proviso West Mechanical	Allocated/Spent Proviso West Mechanical	Balance Proviso West Mechanical
BP-02Q	CEC Environmental	\$ 80,000.00	\$ 2,400.00	\$ 77,600.00
BP-02M	National Wrecking	\$ 10,000.00	\$ 7,362.00	\$ 2,638.00
BP-06L	Straub Builders	\$ 50,000.00	\$ 45,118.00	\$ 4,882.00
BP-08D	3F Corporation	\$ 10,000.00	\$ 4,837.00	\$ 5,163.00
BP-09M	Just Rite Acoustics	\$ 10,000.00	\$ 7,424.00	\$ 2,576.00
BP-09O	Continental Painting	\$ 5,000.00	\$ 3,503.00	\$ 1,497.00
BP-12B	Straub Builders	\$ 10,000.00	\$ 989.00	\$ 9,011.00
BP-22H	A&H Plumbing	\$ 30,000.00	\$ 12,399.00	\$ 17,601.00
BP-23U	Quality Controls	\$ 50,000.00	\$ 14,866.00	\$ 35,134.00
BP-23W	MG Mechanical	\$ 15,000.00	\$ -	\$ 15,000.00
BP-23Y	JC Insulation	\$ 15,000.00	\$ 3,328.00	\$ 11,672.00
BP-26L	Meany Electric	\$ 15,000.00	\$ 14,020.00	\$ 980.00
<b>Totals To Date</b>		<b>\$ 300,000.00</b>	<b>\$ 116,246.00</b>	<b>\$ 183,754.00</b>



## Proviso Township High Schools Tracking Logs

Proviso District 209 - Phase 2 Sequence 2 Proviso West  
Change Order Tracking



10/20/2023

Bid Package	Contractor		Total PCIs Proviso West
BP-02Q	CEC Environmental	\$	-
BP-02M	National Wrecking	\$	4,898.00
BP-06L	Straub Builders	\$	11,776.00
BP-08C	3F Corporation	\$	-
BP-09M	Just Rite	\$	15,763.00
BP-09O	Continental Painting	\$	1,772.00
BP-12B	Straub Builders	\$	(708.00)
BP-22H	A&H Plumbing	\$	(5,228.00)
BP-23U	Quality Control Solutions	\$	-
BP-23W	MG Mechanical	\$	(2,941.00)
BP-23Y	JC Insulation	\$	-
BP-26L	Meany Electric	\$	24,967.00
<b>GRAND TOTALS WEST TO DATE \$</b>			<b>50,301.00</b>



## Proviso Township High Schools Tracking Logs

### Proviso High School District #209 - Phase 2 Sequence 2 Allowance Tracking

10/20/2023



#### Phase 2 Sequence 2 - Proviso East

#### Proviso East Mechanical Upgrades

Bid Package	Contractor	Total Allowance Proviso East	Allocated/Spent Proviso East	Balance Proviso East
BP-02P	CEC Environmental	\$ 105,000.00	\$ -	\$ 105,000.00
BP-02L	Breakthru	\$ 20,000.00	\$ 16,595.00	\$ 3,405.00
BP-06K	Straub Builders	\$ 220,000.00	\$ 88,326.00	\$ 131,674.00
BP-09L	Just Rite Acoustics	\$ 35,000.00	\$ 19,657.00	\$ 15,343.00
BP-09N	Continental Painting	\$ 15,000.00	\$ -	\$ 15,000.00
BP-23T	Autumn Construction	\$ 75,000.00	\$ 19,519.80	\$ 55,480.20
BP-23V	Amber Mechanical	\$ 50,000.00	\$ 11,812.00	\$ 38,188.00
BP-23X	JC Insulation	\$ 20,000.00	\$ -	\$ 20,000.00
BP-26K	Meany Electrical	\$ 50,000.00	\$ 11,665.00	\$ 38,335.00
<b>Totals To Date</b>		<b>\$ 590,000.00</b>	<b>\$ 167,574.80</b>	<b>\$ 422,425.20</b>



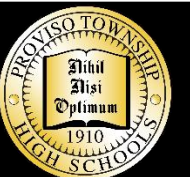
## Proviso Township High Schools Tracking Logs

### Proviso District 209 - Phase 2 Sequence 2 Proviso East Change Order Tracking



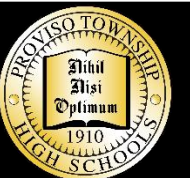
10/20/2023

Bid Package	Contractor		Total PCIs Proviso East
BP-02P	CEC Environmental	\$	-
BP-02L	Breakthru Enterprises	\$	56,949.00
BP-06K	Straub Builders	\$	(3,264.00)
BP-09L	Just Rite Acoustics	\$	-
BP-09N	Continental Painting	\$	(2,212.00)
BP-23T	Autumn Construction	\$	-
BP-23V	Amber Mechacnial	\$	-
BP-23X	JC Insulation	\$	-
BP-26K	Meany Electrical	\$	(3,586.00)
<b>GRAND TOTALS PROVISO EAST TO DATE</b>			<b>\$ 47,887.00</b>





**Thank You**



## Action Item

**Subject:** FMP – Phase II Release #16

**Background:** Work in the following package is in support of the following Facilities Master Plan Phase II for Proviso East/Proviso West/PMSA Security camera Improvements 2023/2024:

**Bid Packages 28D- Security Camera Work East/West/PMSA**

**Design Estimate: \$6,535,760.00**

Bid Opening Date: 9/28/2023

<b>Recommended</b>	<b>McWilliams Electrical, Inc</b>	<b>\$5, 831,400.00*</b>
	Fitzgerald's Electrical Contracting, Inc	\$6,9433,000.00
Alternate 1 East	De-duct for cabling	(\$94,512.00)
Alternate 2 West	De-duct for cabling	(\$93,324.00)
Alternate 4	Proviso West Additional Exterior Cameras	\$19,000.00
Alternate 5	East/West/PMSA Camera Upgrade 360 PTZ	\$25,760.00
Alternate 6	East West/PMSA additional camera for sidewalks main streets	\$27,344. 00

64

Gilbane has conducted a scope review on September 29, 2023, with **McWilliams Electrical** and confirmed that they understand the scope, schedule, and requirements of the work.



## Action Item

### Bid Packages 04C- Masonry Restoration East Fieldhouse

Design Estimate: \$0.00

Bid Opening Date: 9/28/2023

<b>Recommended</b>	<b>Rasco Masonry</b>	<b>\$50,000.00*</b>
	Jimmy Z Masonry	\$89,560.00
	Piazza & Mannerino Masonry	\$103,300.00
	DBM Services Inc	\$271,000.00

65

Gilbane has conducted a scope review on September 29, 2023, with **Rosco Masonry** and confirmed that they understand the scope, schedule, and requirements of the work.



## Board of Education



Amanda Grant  
President



David Ocampo  
Vice President



Jennifer Barbahen  
Secretary



Rodney Alexander  
Board Member



Sandra Hixson  
Board Member

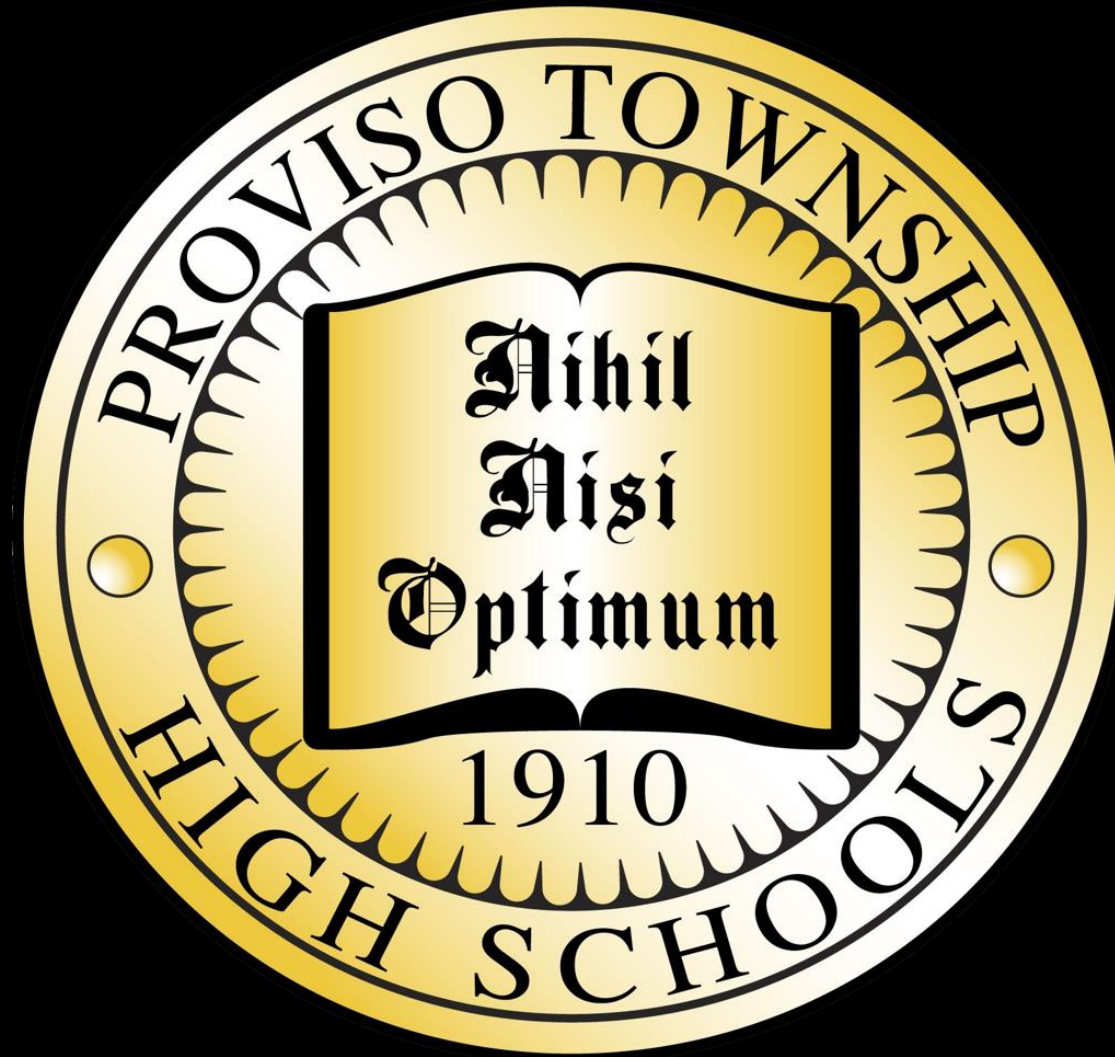


Arbdella "Della" Patterson  
Board Member



Sam Valtierrez  
Board Member





PROVISO TOWNSHIP HIGH SCHOOLS DISTRICT 209

10. Reports and Communications from the Board President

11. Approval of the October 10, 2023 Minutes - ***Action Item***

69

# **Proviso Township High Schools Board of Education Regular Meeting**

Official Minutes of the Board of Education of Proviso Township High Schools District 209 at Proviso Math & Science Academy, Forest Park, IL 60130 on Tuesday, October 10, 2023, at 5:32p.m.

## **PRESENT – Board Members:**

Ms. Amanda Grant  
Ms. Jenny Barbahen  
Mr. David Ocampo  
Ms. Sandra Hixson  
Ms. Arbdella "Della" Patterson  
Mr. Samuel Valtierrez

## **PRESENT – Administration:**

Dr. Bessie Karvelas, Acting Superintendent  
Dr. Deborah Watson-Hill, CSBO  
Mr. Luke Pavone, Human Resources Director

## **Legal:**

Mr. James Petrunaro, Attorney, Franczek P.C.  
Mr. William Gleason, Attorney, Hauser Izzo, LLC

## **Superintendent's Office:**

Ms. Janessa Salgado

## **Executive Session Board of Education**

It was moved by Ms. Hixson and seconded by Mr. Ocampo, that the Board of Education of the Proviso Township High Schools District 209 retire to executive session at approximately 5:34p.m. for the purpose of discussing items as listed on the agenda.

A. Litigation, when an action against, affecting or on behalf of the particular public body. 5 ILCS 120/2(c) (11).

B. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the public body or legal counsel for public body. 5 ILCS 120/2(c)(1).

C. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5 ILCS 120/2(c) (2).

4.D. Matters related to individual students per Section 2(c)(10)

Upon roll call, the following members voted:

6 Ayes: Ms. Barbahen, Ms. Grant, Mr. Ocampo,  
Mr. Valtierrez Ms. Patterson, Ms. Hixson  
0 Nays: None  
0 Abstain: None  
1 Absent: Mr. Alexander

**MOTION PASSED**

**Reconvene the Regular Meeting**

It was moved by Mr. Valtierrez and seconded by Mr. Ocampo that the Board of Education of Proviso Township High Schools District 209 reconvened the Regular Meeting at approximately 7:30PM.

Upon roll call, the following members voted:

6 Ayes: Ms. Barbahen, Ms. Grant, Mr. Ocampo,  
Mr. Valtierrez, Ms. Patterson, Ms. Hixson  
0 Nays: None  
0 Abstain: None  
1 Absent: Mr. Alexander

**MOTION PASSED**

**Pledge of Allegiance**

Ms. Grant led those present in the Pledge of Allegiance.

**PTHS D209 Vision Statement**

Ms. Barbahen read the D209 Vision Statement into the record.

**Public Comments**

Patricia Powell – Security, addressed concerns about student behavior and accountability.  
Paula Struving - Spoke about the importance of diversifying staff and shared personal experiences.

**Superintendents Report**

High School Fairs: Dates for Foundation Schools. Representatives from Proviso West, East, and PMSA. PSAT 8/9 Digital Testing: Dates for Admissions Testing. Principals Report will include: Goals and Strategies: Decrease Unexcused Absences and Tardies. Decrease Failure Rate. Increase Freshman On-Track. Incorporate Reading/Writing Across Content Areas. Stress Instructional Approaches and Strategies. Develop Interventions for Reading, Writing, Math, and Science. Utilize Counselors and Coordinators for Support.

*Finance Update: Dr. Watson-Hill*

Refers to Treasurer's report and Bill list. Requests removal of "Orkin National Accounts" from Bill

list (Page 131) Pass-through Bill list discussed. Questions on ComEd Bill. Addressing concerns about a past due bill for Hillside. Explanation of the situation and resolution process. New email to forward bills: [accountspayable@pths209.org](mailto:accountspayable@pths209.org). Bills included charges for Proviso West meter installation.

*Operations & Maintenance: Mr. LT Taylor*

Update on the procurement of security equipment for the district. Action Item: Support the security team's request for scanner procurement. Business office efforts to procure scanner. Successful completion of scope review with 2M Technologies. Cost: \$150,000 for scanners, including 5-year service program and training. Delivery expected no later than January 2nd. Scanner warranty: 5 years. Scans bags to identify hard and soft objects. Training to enable proper calibration for effective detection. Estimated scan time: 3-5 seconds per bag. Clarification: Scanners complement, not replace, metal detectors. Scanners focus on bag inspection, enhancing efficiency. Expedited entry process for students. Reduced need for manual bag searches. Improved safety by detecting potential threats. Request by Board Member Valtierrez to include Facilities Committee Report in upcoming board meetings. Call for a comprehensive evaluation of facilities team's performance. Commitment to ongoing evaluation and improvement of security measures.

*Coordinator of Technology Integration: Ms. Felicia Lee*

Shared the results of a survey conducted among teachers to assess their proficiency and utilization of various technology tools and programs. The survey had approximately 104 participants, representing a good cross-section of experienced teachers from grades 9 to 12. The subjects covered included Math, English, Social Science, Science, and ELA. Technology Usage in Classrooms. Teachers reported various levels of proficiency in utilizing technology in their classrooms. Email, PowerPoint, and spreadsheets were among the most used tools. Student Technology Usage. The survey showed that students were using technology, with high utilization of online coursework, educational search engines, and multimedia presentations. Applications with Low Proficiency. Many teachers reported low proficiency in using certain applications, including Imagine Math, Imagine Learning, and various other platforms. This indicates a need for additional training and support. Concerns About Redundant Tools. Miss Lee emphasized the importance of focusing on a smaller number of tools used proficiently, rather than having a large number with low proficiency. Implementation of Schoology. Schoology, a platform for parent-teacher communication, was introduced this year, so data on parent participation rates is not yet available. Assistance for parents struggling with the system is provided through school coordinators and IT support.

*Director of Technology: Mr. Michael Swanson*

Technology Security Measures. The district is implementing advanced security measures, including Office Advanced Threat Protection, to combat spam emails and phishing attempts. Firewall Upgrade. A substantial investment in firewall upgrades has been made to enhance security and ensure the protection of sensitive data. Cybersecurity Training. Plans are in place to provide cybersecurity training for staff members, including phishing tests and training modules. Overall, the presentation highlighted the importance of assessing and improving technology proficiency among teachers, streamlining the use of tools, and enhancing cybersecurity measures to protect the district's digital infrastructure.

*Human Resources: Mr. Luke Pavone*

We are actively working to fill vacant certified staff teaching positions. Building administrators are conducting interviews and making recommendations. HR is expediting onboarding process. Four pending certified staff recommendations on the Personnel report tonight. Participating in the Illinois State University job fair on Halloween. Contacted National Alliance of Black School Educators and Association of Latino Administrators for networking opportunities. Working towards attracting diverse candidates. Addressing lower starting salaries compared to surrounding areas.

*Concluding Statements:* Acknowledging the hard work of principals & coordinators in organizing schools for success. Effective use of data for instruction. Positive observation of classrooms with engaging activities.

### **Presidents Report**

Community Resources:

Special Kids Day Halloween dance on October 29th for individuals with special needs.

Volunteer opportunity at Broadview Park District's haunted house for kids.

Saturday University by Kimberly Lightford for academic enrichment.

Public event by Black Roots Alliance on reparations.

Trade Apprenticeships:

Highlighting opportunities in trades like Pipe Fitters, welders, electricians, etc.

Stressing the stability and importance of these careers.

Service Hours Requirement:

Emphasizing the need for students to complete 40 hours of community service for graduation.

Providing tips for successful volunteering.

Current Board Committee Meetings:

Listing upcoming board committee meetings for engagement.

President's Report (Continued) by Board Member Ms. Sandra Hixson:

World Mental Health Day acknowledgment.

Addressing the stigma of mental health in the black community.

Sharing resources for seeking help.

### **Consent Agenda**

Ms. Grant made a motion to approve consent agenda **#11 Approval of the September 26, 2023 Minutes**. Moved by Ms. Hixson second by Mr. Ocampo.

Upon roll call, the following members voted:

5 Ayes: Ms. Barbahen, Ms. Grant, Mr. Ocampo,  
Mr. Valtierrez, Ms. Hixson

0 Nays: None

0 Abstain: None

2 Absent: Mr. Alexander, Ms. Patterson

**MOTION PASSED**

Ms. Grant made a motion to approve consent agenda **#12 Approval of Bill List minus the Orkin National Account**. Moved by Ms. Hixson second by Ms. Barbahen.  
Upon roll call, the following members voted:

5 Ayes: Ms. Barbahen, Ms. Grant, Mr. Ocampo,  
Mr. Valtierrez, Ms. Hixson  
0 Nays: None  
0 Abstain: None  
2 Absent: Mr. Alexander, Ms. Patterson

**MOTION PASSED**

Ms. Grant made a motion to approve consent agenda **#13 Approval of Past Due Bills to be Paid**. Moved by Ms. Hixson second by Ms. Barbahen.

Upon roll call, the following members voted:

5 Ayes: Ms. Barbahen, Ms. Grant, Mr. Ocampo,  
Mr. Valtierrez, Ms. Hixson  
0 Nays: None  
0 Abstain: None  
2 Absent: Mr. Alexander, Ms. Patterson

**MOTION PASSED**

Ms. Grant made a motion to approve consent agenda **#14 Approval of the Superintendent Search Firm**. Moved by Ms. Hixson second by Mr. Ocampo.

Upon roll call, the following members voted:

4 Ayes: Ms. Barbahen, Ms. Grant, Mr. Ocampo,  
Ms. Hixson  
1 Nays: Mr. Valtierrez  
0 Abstain: None  
2 Absent: Mr. Alexander, Ms. Patterson

**MOTION PASSED**

## ***Announcement of Public Hearing***

### Funding Transfer Explanation

Explanation of the transfer of funds from the education fund to support ongoing construction projects.

### Public Comments on Funding Transfer

Opening for public comments on the funding transfer.

Motion and voting to authorize the transfer of \$38 million from the education fund to the capital and operation funds. Educational funds covers everything from day to day operations.

Ms. Grant made motion to approve consent agenda **#15 Hearing and action to authorize transfer of funds to Capital Projects Fund**. Moved by Ms. Hixson second by Mr. Valtierrez.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

### **MOTION PASSED**

Ms. Grant made a motion to approve consent agenda **#16 Agreement to Resolve Support Staff Employment Dispute**. Moved by Ms. Hixson second by Mr. Ocampo.

Upon roll call, the following members voted:

5 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Hixson
1 Nays:	Ms. Patterson
0 Abstain:	None
1 Absent:	Mr. Alexander

### **MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#17 Approval of Administrator's Contract**. Moved by Mr. Ocampo second by Ms. Grant.

Upon roll call, the following members voted:

5 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Hixson
1 Nays:	Ms. Patterson
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#18 Approval of Facility Use Agreement for 2024 Commencement at UIC**. Moved by Ms. Hixson second by Mr. Valtierrez.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#19 Possible Action to Approve Resolution Authorizing Intervention in Proceedings before the State of Illinois Property Tax Appeal Board**. Moved by Ms. Barbahen second by Mr. Ocampo.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#20 Approval of District 209 Security Scanners**. Moved by Ms. Hixson second by Mr. Valtierrez.

Upon roll call, the following members voted:

5 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
1 Nays:	Ms. Patterson
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#21 Approval of National Student Clearinghouse (NSC) Student Tracker for High Schools**. Moved by Ms. Hixson second by Ms. Barbahen.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#22 Approval of Memorandum of Agreement with PTU regarding Finance Club**. Moved by Ms. Hixson second by Mr. Ocampo.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#23 Approval of Memorandum of Agreement with PTU regarding Self Defense Club**. Moved by Ms. Hixson second by Ms. Barbahen.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#24 Approval of Memorandum of Agreement with PTU regarding World Language – National Honors Society.**

Moved by Ms. Hixson second by Ms. Barbahen.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to approve consent agenda **#25 Personnel Report & Employee Count Minus 3A1.** Moved by Mr. Ocampo second by Ms. Barbahen.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

Ms. Grant a motioned to Table consent agenda **#25 Section Section 3A1 from Personnel Report** Moved by Ms. Hixson second by Mr. Ocampo.

Upon roll call, the following members voted:

6 Ayes:	Ms. Barbahen, Ms. Grant, Mr. Ocampo, Mr. Valtierrez, Ms. Patterson, Ms. Hixson
0 Nays:	None
0 Abstain:	None
1 Absent:	Mr. Alexander

**MOTION PASSED**

**FOIA**

Oct 2<sup>nd</sup>, by Gerardo Mendez – Provide copies of bid tabulations regarding feedwater tank @ West. – Information was provided.

**Adjourn**

9:55PM



## **ACTION ITEM**

### **Subject**

Approval of Past Due Bills to be Paid

### **Background**

Purchases for PTHS 209 were made without invoices getting paid.

Upon the new Chief School Business Official taking office, it was discovered that there were numerous invoices that were 30-60-90-120+ days late with an accumulation of late notices for products received and services rendered.

A detailed itemized list is being provided to inform the Board of the past due invoices that need to be paid.

### **Administration's Analysis**

By paying past due bills, the district can identify remaining balances on accounts in order to serve the students at Proviso. Having an updated ledger allows district and building administration to make purchases for the remainder of the fiscal year with accurate balances.

### **Statute, Administrative Policy or Board Rules Statement**

School Board Policy 4:50 Payment Procedures requires Board approval.

### **Superintendent's Recommendation**

That the Board of Education of Proviso Township High School District 209 accepts the Superintendent's recommendation to pay the past due bills from invoices received.



## **ACTION ITEM**

### **Subject**

Approval of Proposed FTE Increases for Counseling Services and Security Officers

### **Background**

2.0 FTE were approved in August 2023 for a College & Career Counselor at Proviso East and Proviso West High Schools. PMSA was inadvertently left off the Action Item.

The district currently has 22.0 FTE Security Officers employed at Proviso East High School and 22.0 FTE at Proviso West High School (this is inclusive of Building Leads and both FT/PT staff). This number is insufficient to manage the buildings properly to ensure safety for all.

### **Administration’s Analysis**

The proposed FTE increases are listed below.

<b>Position</b>	<b>Campus</b>	<b>Estimated Cost</b>
College & Career Counselor	1.0 FTE at PMSA	\$65,000-\$95,000 salary+benefits
Security Officer	4.0 FTE at East 8.0 FTE at West	\$456,000 salary+benefits

By increasing Counseling Services by 1.0 FTE and Security Officers by 12.0 FTE, Proviso D209’s Board of Education will demonstrate its commitment to Proviso students and the safety of our campuses.

Primary Purpose, Summary, Essential Functions, Required Skills, Experience, and/or Qualifications for these positions can be found within each posting on the district website.

### **Statute, Administrative Policy or Board Rules Statement**

School Board Policy 5:30 Hiring Process and Criteria requires that the Board of Education approve the supplemental staffing plan.

### **Superintendent’s Recommendation**

That the Board of Education for Proviso Township High School District 209 accepts the Superintendent’s recommendation for the Proposed FTE Increases for Counseling Services and Security Officers.

14. Possible Action to Approve Resolution Authorizing Commencement of Social Media Litigation – ***Action Item***

83

## **ACTION ITEM**

### **Subject**

Possible Action to Approve Resolution Authorizing Commencement of Social Media Litigation

### **Recommendation**

The Board of Education for Proviso Township High School District 209 accepts the Superintendent's recommendation as discussed in closed session.

15. Possible Action to Approve Uniform Grievance Complaint Decision Regarding Former Employee – ***Action Item***

85

## **ACTION ITEM**

### **Subject**

Possible Action to Approve Uniform Grievance Complaint Decision Regarding Former Employee

### **Recommendation**

The Board of Education for Proviso Township High School District 209 accepts the Superintendent's recommendation as discussed in closed session.

16. Approval of Dual Degree/Associate Degree Program from Triton College and High School Degree from Proviso District 209 – ***Action Item***

87

## **ACTION ITEM**

### **Subject**

Approval of Dual Degree/Associate Degree Program from Triton College and High School Degree from Proviso District 209

### **Background**

Proviso Township High School is proud to offer rising juniors the opportunity to take classes on campus at Triton College during their junior and senior year. These classes will be equivalent to collegiate level classes. If students maintain a C or better, Proviso Township High School will pay for their tuition while they are completing their coursework. At the completion of their senior year, students shall receive their Associate Degree from Triton College and will be able to transfer to any university of their choice. Concurrently, they will receive their high school diploma from Proviso Township High School District 209. Although they attend the college campus, they still maintain their enrollment at the high school. The college courses taken will fulfill high school requirements but at the collegiate level.

Examples of junior course equivalents are below.

- AP Biology / Principles of Biology
- AP English Language and Composition / Rhetoric and Composition
- PE / PED106
- Social Science / IAI Social Behavioral Science
- Integrated Math 3 / IAI Math
- Consumer Education / Business 141

### **Administration's Analysis**

The Dual Degree from Triton College allows students to complete their associate degree in their senior year along with their high school diploma, thus allowing them the opportunity to transfer to a four-year university of their choice and begin with junior status.

Qualifications for Admission to the program:

- Student must be in good standing with Proviso District 209
- Must be on track to graduate
- Must have a 2.5 or above GPA
- Must have at least 90% attendance
- Must have completed 2 years of math
- Must submit 2 letters of recommendation from 2 teachers
- Must submit letter of recommendation from their counselor

### Student Benefits

- No cost to students for tuition, fees, books
- Triton College Advisor will check in with students every two weeks
- Director of Early College from Proviso will check in with students weekly on Teams
- In-Person and Virtual tutoring available through Triton College
- Applications will be due to the Director of Early College and Career Admissions/CTE Coordinator/CTE Dual Enrollment by January 19, 2024

### **Statute, Administrative Policy or Board Rules Statement**

School Board Policy 6:40 regarding Curriculum Development requires Board of Education approval.

### **Superintendent's Recommendation**

That the Board of Education for Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the Dual Degree/Associate Degree Program from Triton College and High School Degree from Proviso District 209

17. Approval of Clarification of Language for the Math and Science Academy  
Graduation Requirement at all Three Campuses Regarding Fine Arts/Engineering and  
Technology – ***Action Item***

90

## ACTION ITEM

### **Subject**

Approval of clarification of language for the Math and Science Academy graduation requirement at all three campuses regarding Fine Arts/Engineering and Technology.

### **Background**

Proviso Township High Schools District 209 is committed to ensuring that our students' academic and socioemotional needs are met through educational programs and student support services.

Since its inception, PMSA has required 25 graduation credits which includes a 5<sup>th</sup> year of math, a research course, and 2 years of Fine Arts or Engineering and Technology coursework within an 8-period day. PEMSA/PWMSA began in SY 2020-2021 with the same 25 required graduation credits.

For IB students in particular, courses taken such as IB Psychology, IB Economics, or IB Physics do not appear to count toward the Fine Arts/Engineering and Technology requirement. Similarly, students who take extra AP courses in English, Math, Science, Social Science, and World Languages do not appear to count toward the Fine Arts/Engineering and Technology requirement. This leaves Math and Science Academy students short of graduation credits who are electing to take more rigorous academic courses in high school.

Below is the current graduation requirement for Math and Science Academy students at all three campuses.

<b>Subject</b>	<b>Credits Required for Graduation</b>	<b>Graduation with Distinction</b>
Fine Arts and/or Engineering & Technology	2	2

### **Administration's Analysis**

Below is the proposed clarification of this graduation requirement for Math and Science Academy students at all three campuses to include AP, IB, and IH courses in any department. This updated language encourages students to take upper-level courses and receive elective credit toward graduation for those courses.

Elective from Art, Music, Theatre, or Engineering and Technology departments	1	1
Additional IH, AP, or IB Elective from any department	1	1

**Statute, Administrative Policy or Board Rules Statement**

School Board Policy 6:300 regarding graduation requirements requires that the Board of Education approve the acceptance of this update.

**Superintendent's Recommendation**

That the Board of Education for Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve this clarification of language for the Math and Science Academy graduation requirement at all three campuses.

18. Approval of Grade Level Promotion Change beginning with the SY25 Academic Programs and Course Catalog – ***Action Item***

93

## ACTION ITEM

### Subject

Approval of Grade Level Promotion Change beginning with the SY25 Academic Programs and Course Catalog

### Background

Proviso Township High Schools District 209 is committed to ensuring that our students' academic and socioemotional needs are met through educational programs and student support services.

Since its inception, PMSA has had an 8-period day while Proviso East and Proviso West High Schools have had a 7-period day.

In SY 2022-2023, Proviso East and Proviso West High Schools went to an 8-period day.

At this time, the number of credits required for a student to be promoted grade levels is currently reflective of a 7-period day across the district.

Since all PTHS D209 schools are on an 8-period day, the number of credits required for grade level promotion must be reflective of the number of potential credits a student can earn each academic year which is now 7.0.

The ***current grade level promotion structure*** is as follows:

- Grade 9 (Freshman): students in their first year of high school attendance with fewer than six (6) high school credits.
- Grade 10 (Sophomore): students who have earned a minimum of six (6) high school credits.
- Grade 11 (Junior): students who have earned a minimum of twelve (12) high school credits.
- Grade 12 (Senior): students who have earned a minimum of sixteen (16) high school credits.

The current structure would classify a junior who has passed all of their freshman, sophomore, and first semester junior year classes as a senior as this student would have earned 17.5 credits, leading to a premature classification as a senior when the student is actually in their third year of high school.

### Administration's Analysis

The Class of 2026 (current sophomores) is the first graduating cohort at Proviso East and Proviso West High Schools with an 8-period day; therefore, the grade level promotion structure ***proposed change effective with the Class of 2026*** (current sophomores) would be as follows:

- Grade 9 (Freshman): students in their first year of high school attendance with fewer than six (6) high school credits.
- Grade 10 (Sophomore): students who have earned a minimum of six (6) high school credits. *[By the end of Freshman year, students should have earned 7 credits within an 8-period day.]*
- Grade 11 (Junior): students who have earned a minimum of ~~twelve (12)~~ **thirteen (13)** high school credits. *[By the end of Sophomore year, students should have earned 14 credits within an 8-period day over two years.]*
- Grade 12 (Senior): students who have earned a minimum of ~~sixteen (16)~~ **eighteen (18)** high school credits. *[By the end of Junior year, students should have earned 21 credits within an 8-period day over three years.]*

Implementing this change for current freshmen and sophomores as well as graduating cohort classes moving forward (beginning with the Class of 2028) will align with the 8-period day at all three campuses and provide an accurate number of earned credits for grade level promotion.

By making these changes to the SY25 Academic Programs and Course Catalog, the district can accurately track students' grade levels and align grade level promotion with the potential earned credits total based on an 8-period day.

Please note: Original Year of Graduation (OYG) is defined as the year a student will graduate from high school upon successful completion of four consecutive years of coursework.

### **Statute, Administrative Policy or Board Rules Statement**

School Board Policy 6:280 regarding grading and promotion requires that the Board of Education approve the acceptance of these changes.

### **Superintendent's Recommendation**

That the Board of Education for Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve Grade Level Promotion Change beginning with the SY25 Academic Programs and Course Catalog.



## Action Item

**Subject:** FMP – Phase II Release #16

**Background:** Work in the following package is in support of the following Facilities Master Plan Phase II for Proviso East/Proviso West/PMSA Security camera Improvements 2023/2024:

**Bid Packages 28D- Security Camera Work East/West/PMSA**

**Design Estimate: \$6,535,760.00**

Bid Opening Date: 9/28/2023

<b>Recommended</b>	<b>McWilliams Electrical, Inc</b>	<b>\$5, 831,400.00*</b>
	Fitzgerald’s Electrical Contracting, Inc	\$6,9433,000.00
Alternate 1 East	De-duct for cabling	(\$94,512.00)
Alternate 2 West	De-duct for cabling	(\$93,324.00)
Alternate 4	Proviso West Additional Exterior Cameras	\$19,000.00
Alternate 5	East/West/PMSA Camera Upgrade 360 PTZ	\$25,760.00
Alternate 6	East West/PMSA additional camera for sidewalks main streets	\$27,344. 00

Gilbane has conducted a scope review on September 29, 2023, with **McWilliams Electrical** and confirmed that they understand the scope, schedule, and requirements of the work.

**Bid Packages 04C- Masonry Restoration East Fieldhouse**

**Design Estimate: \$0.00**

Bid Opening Date: 9/28/2023

<b>Recommended</b>	<b>Rasco Masonry</b>	<b>\$50,000.00*</b>
	Jimmy Z Masonry	\$89,560.00
	Piazza & Mannerino Masonry	\$103,300.00
	DBM Services Inc	\$271,000.00

Gilbane has conducted a scope review on September 29, 2023, with **Rosco Masonry** and confirmed that they understand the scope, schedule, and requirements of the work.

**Statute, Administrative Policy or Board Rules Statement:**

Illinois School Code (105 ILCS 5/10-20.21) and Board Policy 4:60 require that “all contracts for supplies, materials, or work involving expenditure in excess of \$25,000 shall be made in accordance with State law bidding procedure, unless specifically exempted. Contracts will be awarded by the Board of Education at an official meeting.”

Board Policy 6:50 states that “The Superintendent shall manage the District’s facilities and grounds as well as facility construction and building programs in accordance the law, the standards set forth in this policy, and other applicable Board policies.”

**Budget and Funding:**

This bid package is included in the current Facilities Master Plan and will be budgeted in the FY2023/2024 budget.

**Implementation or Assessment Plan:**

Upon approval by the Board of Education, Gilbane will engage the awarded firm to begin the specified work.

**Superintendent’s Recommendation:**

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation to approve the awarding of the bid packages, in the amounts shown.

Gilbane Building Company  
123 N. Wacker Drive  
Suite 2600  
Chicago, Illinois 60606  
Telephone: 773-695-3500  
Facsimile: 773-695-3501



October 16, 2023

LT Taylor, CPMM, BOC  
District Lead  
Buildings & Grounds Manager  
Proviso Township High School District 209  
8601 West Roosevelt Road  
Forest Park, IL 60130

Re: Bid Release #16 – 2022 Proviso Capital Improvements

Subject: Recommendation to Award

Dear LT:

Based on the bids received for Bid Release 16, Security Camera Upgrades we recommend awarding a contract to the firms listed in the subsequent page. Values of the contracts are included within the table.

With respect to the work outlined within each Trade Package, we have reviewed the above recommended firms' bid and confirmed that they appear to understand the scope, schedule, and requirements of the work. These firms have successfully completed similar work for Gilbane in the past. We recommend approval of their bid as the lowest responsible bid.

Additionally, it is our recommendation for the District to accept the Alternates listed below specifically identified as accept.

Please indicate the District's approval of the above by signing below and returning a copy to our office. If you have any questions, please do not hesitate to call.

Recommendation to Award 2023 Proviso Capital Improvements

**Bid Packages**

Bid Package	Contractor Name	Package Description	Date of Advertisement	# Of Bids	Low Base Bid	Estimate w/ Escalation	Variance	%MBE/WBE	Scope Review Meeting
BP-28D – Security Camera Upgrade	McWilliams Electric	Security Camera Work at Proviso West, Proviso East, and PMSA		2	\$5,831,400	\$6,535,760	\$704,360	50%	09.29.23
BP-04C – Masonry Restoration Work	Rasco Masonry	Masonry Restoration work at Proviso East Field House		4	\$50,000	N/A	N/A	0	09.29.23
					<b>\$30,262,796</b>	<b>\$31,578,274</b>	<b>\$1,315,478</b>	<b>50%</b>	

**Alternates**

		#1	#2	#3
	<b>BID PACKAGE</b>	Alternate #1: PROVISO EAST REUSING EXISTING CAT-6 CAMERA CABLING: Cost reduction for reusing existing cat-6 camera cabling to service new cameras shown at previous camera locations. all new camera locations (without existing cabling present) will require new cat-6A camera cabling. all other unused/abandoned cables to be removed complete. all cabling that is being reused shall be tested per EIA/TIA requirements. existing camera cables going back to IDF racks (not shown to be reused) under base bid shall be removed complete. unused boxes and raceways shall also be removed and include patching and painting as needed.	Alternate #2: PROVISO WEST REUSING EXISTING CAT-6 CAMERA CABLING: Cost reduction for reusing existing cat-6 camera cabling to service new cameras shown at previous camera locations. all new camera locations (without existing cabling present) will require new cat-6A camera cabling. all other unused/abandoned cables to be removed complete. all cabling that is being reused shall be tested per EIA/TIA requirements. existing camera cables going back to IDF racks (not shown to be reused) under base bid shall be removed complete. unused boxes and raceways shall also be removed and include patching and painting as needed	Alternate #3: PROVISO EAST / PROVISO WEST / PROVISO MATH AND SCIENCE - FLOCK SAFETY LICENSE PLATE: furnish and install the flock safety license plate recognition system at locations identified on the drawings
28D	BP-28D Security Camera Upgrade	(\$94,512)	(\$93,324)	\$290,000
	<b>TOTALS</b>	<b>*(\$94,512)</b>	<b>*(\$93,324)</b>	<b>*\$290,000</b>

\*Note: At time of estimate generating these alternates were not included. There is no estimate available to compare to for these proposals to.

		#4	#5	#6
	<b>BID PACKAGE</b>	Alternate #4: PROVISO WEST – ADDITIONAL EXTERIOR CAMERAS: Furnish and install additional building mounted exterior cameras to provide coverage of the south parking lot as identified on the drawings. For 360/PTZ camera locations shown furnish and install high power midspans PTZ heater power supply and 120V power for these devices. Connect to local emergency power source available.	Alternate #5: PROVISO EAST / PROVISO WEST / PROVISO MATH AND SCIENCE PARKING LOT CAMERA UPGRADE: Upgrade parking lot single light pole cameras to 360/PTZ style for camera locations shown on drawings. this may require upgrades as necessary to media converter cabinets specified to include 120volt breaker din rails power supply PTZ heater power supply and 120volt connections to pull box in base of light pole. active media converter cabinets may only require additional PTZ heater power supply. Verify pole locations for actual requirements	Alternate #6: PROVISO EAST / PROVISO WEST / PROVISO MATH AND SCIENCE BUILDING MOUNTED EXTERIOR CAMERAS: Furnish and install additional building mounted exterior cameras to provide coverage of the main sidewalks and main streets around the building as identified on the drawings
28D	BP-28D Security Camera Upgrade	\$19,000	\$25,760	\$27,344
	<b>TOTALS</b>	<b>\$19,000</b>	<b>\$25,760</b>	<b>\$27,344</b>

\*Note: At time of estimate generating these alternates were not included. There is no estimate available to compare to for these proposals to.

Recommendation to Award 2023 Proviso Capital Improvements

		#Voluntary 1	#Vountary 2	Voluntary 3
	<b>BID PACKAGE</b>	<b>Voluntary Alternate #1 – Add (3) Additional Years to the Base Bid 2 Year Warranty at Proviso East</b>	<b>Voluntary Alternate #2 – Add (3) Additional Years to the Base Bid 2 Year Warranty at Proviso West</b>	<b>Voluntary Alternate #3 – Add (3) Additional Years to the Base Bid 2 Year Warranty at Proviso Math and Science</b>
28D	BP-28D Security Camera Upgrade	\$99,807	\$99,807	\$61,182
	<b>TOTALS</b>	<b>\$99,807</b>	<b>99,807</b>	<b>\$61,182</b>

Please indicate acceptance or rejection of each of the above listed alternates associated with Proviso East Stadium Work. Note that these alternate prices are not included in base bid totals and would need to be added to the cost of the work:

ALTERNATE 1	<u>  X  </u> Accept	<u>      </u> Reject
ALTERNATE 2	<u>  X  </u> Accept	<u>      </u> Reject
ALTERNATE 3	<u>      </u> Accept	<u>  X  </u> Reject
ALTERNATE 4	<u>  X  </u> Accept	<u>      </u> Reject
ALTERNATE 5	<u>  X  </u> Accept	<u>  X  </u> Reject
ALTERNATE 6	<u>  X  </u> Accept	<u>      </u> Reject
Voluntary ALTERNATE 1	<u>      </u> Accept	<u>  X  </u> Reject
Voluntary ALTERNATE 2	<u>      </u> Accept	<u>  X  </u> Reject
Voluntary ALTERNATE 3	<u>      </u> Accept	<u>  X  </u> Reject

Sincerely,  
GILBANE BUILDING COMPANY

Approved:  
Proviso Township High School District 209



Michelle McClendon  
Senior Project Executive

Date: \_\_\_\_\_

cc: B. Karvelas, D209;  
M. Dolter, Perkins & Will

20. Approval of Contractual Services with EPIC Special Education Staffing (formerly TherapyTravelers) to provide temporary assistance with vacant special education positions, until D209 can hire and secure permanent certified staff – ***Action Item***

103

## **ACTION ITEM**

### **Subject**

Approval of Contractual Services with EPIC Special Education Staffing (formerly TherapyTravelers) to provide temporary assistance with vacant special education positions, until D209 can hire and secure permanent certified staff.

### **Background**

D209 has approximately 4.0 FTE VACANT Special Education positions. We have been unable to hire qualified/credentialed staff. To remain compliant with ISBE regarding student IEPs, when available, EPIC will provide qualified staff to work in the capacity of Special Education Teacher to support D209 students.

### **Administration's Analysis**

To remain compliant with ISBE regarding Special Education Services, when available, EPIC will provide qualified staff to work in the capacity of Special Education Teacher to support D209 students.

<b>Position</b>	<b>Campus</b>	<b>Estimated Cost</b>
Special Education Teacher(s)	2.0 FTE at East 1.0 FTE at West 1.0 FTE at PMSA	\$90/hour/teacher=\$675/day (until permanent staff is hired) approximately \$118,800 (prorated)

Primary Purpose, Summary, Essential Functions, Required Skills, Experience, and/or Qualifications for these positions can be found within each posting on the district website.

### **Statute, Administrative Policy or Board Rules Statement**

School Board Policy 5:30 Hiring Process and Criteria requires that the Board of Education approve the supplemental staffing plan.

### **Superintendent's Recommendation**

That the Board of Education for Proviso Township High School District 209 accepts the Superintendent's recommendation for contractual services with EPIC Special Education Service, to support students and remain in compliance with ADA/IDEA regulations.

21. Personnel Report & Employee Count

105

A. Approval of Hiring of Administrative, Licensed and Non-Certified Staff, Approval of Transfers of Employees, Approval of Resignation and/or Terminations of Employees, Approval of Stipend and/or Extra-Duty Employment and Approval of Employee Leaves.

# **ACTION ITEM – PERSONNEL REPORT**

*Revised 10.24.2023*

Below you will find a list of recommended candidates that must be approved by the BOE before a contract or official agreement is legally binding. Pursuant to 105 ILCS 5/24-14, the Board reserves the right to rescind acceptance of certified staffs' mid-year resignation, in the event the certified employee accepts a position at a K-12 school during SY 24.

## **October 24, 2023 - Personnel Report**

### **I. Administration**

#### **A. Employment - Administration**

- |                            |  |
|----------------------------|--|
| 1.) Kallieris, Dimitrios J | Coordinator I - English Learners and Bilingual Education, District |
| Effective Date:            | TBD  |
| Compensation:              | \$125,000.00   |

#### **B. Transfer - Administration**

- |                             |   |
|-----------------------------|---|
| 1.) Tanaka, Rebecca Jeanine | Coordinator I - IB Academics, Academies and Strategic Initiatives, District |
| Effective Date:             | October 29, 2023  |
| Compensation:               | \$123,000.00  |

### **II. Special Payroll**

#### **A. Employment - Special Payroll**

- |                           |  |
|---------------------------|--|
| 1.) Hernandez, Jacqueline | Principal Administrative Assistant, West |
| Effective Date:           | October 29, 2023                         |
| Compensation:             | \$55,000.00                              |

#### **B. Retirement - Special Payroll**

- |                        |                                    |
|------------------------|------------------------------------|
| 1.) Garrett, William J | Manager - Transportation, District |
| Retirement Date:       | October 27, 2023                   |

### **III. Stipend**

#### **A. Stipend - West**

1.) **Gordon, Jennifer**

Compensation:

**Sixth Assignment – Term, West**

(IB Extended Essay and Creativity, Action Service Supervision)

\$8,976.00

**B. Stipend - East**

1.) **Swinnie, Javon**

Compensation:

**Boys' Basketball - Junior Varsity Coach, East**

\$6,170.99

2.) **Spears, Aaron**

Compensation:

**Boys' Basketball - Sophomore Coach, East**

\$6,170.99

3.) **Walker, Edcar**

Compensation:

**Boys' Wrestling - Freshman Coach, East**

\$6,041.03

4.) **James, Jason**

Compensation:

**Boys' Wrestling - Junior Varsity Coach, East**

\$6,041.03

**C. Stipend - PMSA**

1.) **Stompor, Jennifer J**

Compensation:

**After School Tutor, PMSA**

\$32.64 Hourly

2.) **Wolff-Klammer, Kurt**

Compensation:

**After School Tutor, PMSA**

\$32.64 Hourly

3.) **Foti, Silvia V**

Compensation:

**After School Tutor, PMSA**

\$32.64 Hourly

4.) **O'Connell-Martinez, Kelly Maureen**

Compensation:

**After School Tutor, PMSA**

\$32.64 Hourly

5.) **Stompor, Jennifer J**

Compensation:

**Saturday School Tutor, PMSA**

\$32.64 Hourly

6.) **Wolff-Klammer, Kurt**

Compensation:

**Saturday School Tutor, PMSA**

\$32.64 Hourly

7.) **Gart, Audra D**

Compensation:

**Saturday School Program Facilitator, PMSA**

\$32.64 Hourly

8.) **Wolff-Klammer, Kurt**

**Credit Recovery Facilitator, PMSA**

Compensation: \$32.64 Hourly

**9.) O'Connell-Martinez, Kelly Maureen Credit Recovery Facilitator, PMSA**

Compensation: \$32.64 Hourly

**10.) Wardisiani, John C Self Defense Club, PMSA**

Compensation: \$3,550.00

**11.) Duvall, Amanda Kate World Language National Honor Society Sponsor (Split Stipend), PMSA**

Compensation: \$1,275.00

**12.) Restivo, Elizabeth A World Language National Honor Society Sponsor (Split Stipend), PMSA**

Compensation: \$1,275.00

**13.) Markus, Robert A National Honor Society Sponsor, PMSA**

Compensation: \$2,273.81

**D. Stipend - Resignation**

**1.) Duvall, Amanda Kate National Honor Society Sponsor (Split Stipend), PMSA**  
Resignation Date: September 12, 2023

**2.) Restivo, Elizabeth A National Honor Society Sponsor (Split Stipend), PMSA**  
Resignation Date: September 12, 2023

**IV. Approved Leaves**

**A. Intermittent Leaves**

**1.) Harris, Lynn K English Teacher, East**  
Begin Date: September 27, 2023  
End Date: June 30, 2024

**2.) Gladney, Jerry Custodian - Night, West**  
Begin Date: October 17, 2023  
End Date: June 30, 2024

**3.) Riley, Margaret M Family and Consumer Sciences Teacher, West**  
Begin Date: September 11, 2023  
End Date: June 11, 2024

- |   |  |
|---|--|
| 4.) <b>Tellez, Sergio</b><br>Begin Date:<br>End Date:     | <b>Maintenance II, West</b><br>October 12, 2023<br>June 30, 2024           |
| 5.) <b>Naylor, Harriet</b><br>Begin Date:<br>End Date:    | <b>Administrative Assistant, East</b><br>July 1, 2023<br>June 30, 2024     |
| 6.) <b>Josefek, Rebecca S</b><br>Begin Date:<br>End Date: | <b>Special Education Teacher, East</b><br>October 9, 2023<br>June 30, 2024 |

**B. Consistent Leaves**

- |   |   |
|---|---|
| 1.) <b>Gonzalez, Patricia E</b><br>Begin Date:<br>End Date: | <b>English Teacher, East</b><br>December 29, 2023<br>March 22, 2024             |
| 2.) <b>Josefek, Rebecca S</b><br>Begin Date:<br>End Date:   | <b>Special Education Teacher, East</b><br>September 18, 2023<br>October 6, 2023 |

**V. Proviso Teacher Union - Instructional**

**A. Employment - Instructional**

- |   |  |
|---|--|
| 1.) <b>Walter, Herman</b><br>Effective Date:<br>Compensation:<br>Experience:  | <b>Business Education Teacher, West</b><br>October 29, 2023<br>\$52,957.00<br>Step 0 - BA      |
| 2.) <b>Brown, Cheryl L</b><br>Effective Date:<br>Compensation:<br>Experience: | <b>Reset Room Certified Teacher, West</b><br>October 29, 2023<br>\$63,784.00<br>Step 0 - MA+45 |

**B. Retirement - Instructional**

- |  |  |
|--|--|
| 1.) <b>Moraveji, Farid</b><br>Retirement Date: | <b>Mathematics Teacher, PMSA</b><br>June 30, 2027<br><i>Retirement Incentive retroactive beginning the start of the 2024 school year</i> |
|--|--|

## VI. Support Staff Union

### A. Employment - Support Staff

- |                           |   |
|---------------------------|---|
| 1.) Swinnie, Javon A      | Paraprofessional - Full-time (Instructional Aide), West |
| Effective Date:           | October 29, 2023  |
| Compensation:             | \$19.51 / Hour  |
| 2.) Correa, Alexandra     | Administrative Assistant II, PMSA                       |
| Effective Date:           | October 29, 2023  |
| Compensation:             | \$44,055.90   |
| 3.) Satterfield, Angela C | Administrative Assistant II, West                       |
| Effective Date:           | October 29, 2023  |
| Compensation:             | \$44,055.90   |

PROVISO TOWNSHIP HIGH SCHOOL DISTRICT 209 Office of Human Resources  
 FY24 Personnel Count Report - October 24, 2023

KEY: Names in red = VACANCY Names in green - VACANCY filled pending BOE Approval Names Italicized = LOA/Interim/Acting	East	West	PMSA	District	Leave of Absence	BOE Allocation	East	West	PMSA	District	Total Vacancies	Pending Approval	East	West	PMSA	District	East	West	PMSA	District	
	Head Count by Building						Allocations by Building						Vacancies by Buildings								
	East	West	PMSA	District			East	West	PMSA	District			East	West	PMSA	District					
<b>Special Payroll</b>																					
Superintendent of Schools					1					1	1									Karvelas, Bessie (Acting)	
Deputy Superintendent for Educational Services				1	1					1										Williams, Sharon D	
Deputy Superintendent for Operational Services				1	1					1										Pavone, Luke	
Chief Financial Officer				1	1					1										Watson-Hill, Deborah	
Director - Human Resources					1					1	1									VACANCY (S. Hadala)	
Director for Operations				1	1					1										Taylor Jr, L T	
Director - Technology				1	1					1										Swanson, Michael Scott	
Principal	1	1	1		3	1	1	1									Hull, Rodney	Martinez, Elizabeth A	<i>Chiganos, Cristin Samantha (Interim)</i>		
Assistant Principal for Instruction					1		1				1			1			PENDING TRANSFER	VACANCY (J. Jaramillo)	PENDING TRANSFER		
Assistant Principal for Student Success		1			1		1										PENDING TRANSFER	Jones, Shameka A Carson, Akiva S	PENDING TRANSFER		
Division Head					10	4	4	2			10		4	4	2		VACANCY (New)	VACANCY (New)	VACANCY (New)	110	
Special Education Coordinator					2	1	1				2		1	1			VACANCY (New)	VACANCY (New)			
EL Facilitator					2	1	1				2		1	1			VACANCY (New)	VACANCY (New)			
IB Facilitator					2	1	1				2		1	1			VACANCY (New)	VACANCY (New)			
Coordinator I - Benefits Specialist					1					1	1									VACANCY (New)	
Coordinator I - IB Academics, Academics and Strategic Initiatives					1					1	1	1								VACANCY (New, pending R. Tanaka)	
District Manager Security					1					1	1									VACANCY (New)	
Truancy Officer					3	1	1	1			3		1	1	1		VACANCY (New)	VACANCY (New)	VACANCY (New)		
Grade Level Principal	4	3	3		10	4	3	3									Garcia, Ricardo Lang, Kisha M Mcintosh, Latoya A Seegars, Wilsando K	Gottlieb, Anne M	<i>Chiganos, Cristin Samantha Mason, Erin M (Interim) Walker, Shaylon M</i>		
District Athletic Director				1	1					1										Davis, Calvin	
Assistant Athletic Director	1	1			2	1	1											McGinnis, Cyrus			
Coordinator I - Human Resources				1	1					1										Breich Jr, William C	
Coordinator I - ELA				1	1					1										Marino, Angela K	
Coordinator I - Math				1	1					1										Lazansky-Roach, Lisa M	
Coordinator I - English Learners and Bilingual Education										1	1									VACANCY (E. Saldivar, pending D Kalliers)	
Coordinator I-Data, Assessment & Science				1	1					1										Aschoff, Alexander S	
Coordinator I - Social Studies				1	1					1										Valente, Tony F	
Coordinator I - Special Education				1	1					1										Fleming, Ramonda S	
Coordinator I - Accounting and Finance				1	1					1										Moody, Leonard C	
Coordinator I - Computer Solutions					1					1	1									VACANCY (M. Swanson)	
Coordinator I - CTE				1	1					1										Brandon, Alexander J	
Coordinator I - Counselor and CCR					1					1	1									VACANCY (D. Stowers)	
Coordinator I - Network Systems				1	1					1										Koval, Vasyi	
Coordinator I - State and Federal Programs					1					1	1									VACANCY (D. Watson-Hill)	

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	Head Count by Building						Allocations by Building						Vacancies by Buildings									
Coordinator I -Data, Enrollment & Wellness				1		1				1										Svelnys, Derrick M		
Coordinator I - Performance Management / Professional Development				1		1				1										Albans, Athanasia		
Manager - Student Nutrition				1		1				1										Garza, Stephanie A		
Manager - Transportation				1		1				1										Garrett, William J		
Public and Community Officer				1		1				1										Vandenbroek, Kristine A		
Athletic Trainers				2		2				2										Boyce, Donald Jenkins, Johnny N		
Coordinator II-Human Resources Generalist				1		1				1										Edwards, Michelle L		
Coordinator II - International Baccalaureate				1		1				1										Tanaka, Rebecca Jeanine		
Coordinator II - Special Education Programming	1	1				2	1	1												Truitt-Gamble, Shonte E Harris-Hughes, Beverly E		
Coordinator II - Student Information System				1		1				1										Moon, Dejuan A		
Coordinator II- MTSS				1		1				1										Thomas, Debra D		
Specialist - Benefits				1	1	1				1										Sabado, Arlene R (6.30.24 Int)		
Coordinator II - Payroll				1		1				1										Geans, Jeanetta		
Coordinator II - Transition				1		1				1										Mini, Mark Charles		
Coordinator II - Technology Integration				1		1				1										Lee, Felcia		
Coordinator II - Parental Engagement	1	1				2	1	1												Hobbs, Cori Hibbler, Gail		
Coordinator II- Information Systems				3		3				3										Bennett, David L Bennett, Lamont D Chielo, Victor A		
School Psychologist		1				3	1	2			2		1	1						VACANCY (G. Washington) Burton, Treavon T VACANCY (J. Keene)		
Bus Driver - Full Time				1		1				1										Hernandez, Claudia M		
Bus Driver - Part Time				-1		0					1									VACANCY		
<b>Total Special Payroll Count</b>	<b>8</b>	<b>9</b>	<b>4</b>	<b>33</b>	<b>1</b>	<b>85</b>	<b>17</b>	<b>19</b>	<b>7</b>	<b>43</b>	<b>31</b>	<b>2</b>	<b>9</b>	<b>10</b>	<b>3</b>	<b>10</b>						
<b>Proviso Teacher Union - Instructional</b>																						
Art Teacher	3	3	3			10	4	3	3		1		1							Hill, Daphne A Kim, Marilyn Tomita Martin, Johannah C VACANCY (A. Hardiman)	Doyle, Daniel P Pawluk, Judith Shipley, Sean L	Cornelius, Jeannine Gerise La Porte, Marcia Schmidt, Grace E
Business Education Teacher	4	2				7	4	3			1	1		1						Bivens, Natalia Mitchell Earl, Keisha A Pittman, Richard L Richards, Larnario	Casto, Trinity D Renaud, Daniel J Winfield, Shaurae VACANCY (NEW, pending H Walter)	
English Teacher	16	18	8			43	16	19	8		1			1						Blagojev, Kristina Bojalad-Baginski, Catherine M Clay, Courtney Blair Fischer, Brian J Glass, Donica L Gonzalez, Patricia E (3.22.24) Gray, Laura A Harris, Lynn K (6.30.24 Int) Hayslett, Karen Jo Josephs, Catherine Muhammad, Nadia T Olson, Cole L Pak, Faith Y Puhr, Thomas M Rasul, Noreen Wordlaw-Franklin, Tabitha L	Bates, Sherry D Conley, Candice M Costello, Michael S Daniel, David M Gillespie, Carissa M Goel, Angda La Bash, Jennifer J Mendelsohn, Mark S Natschke, Adenike O Orbell, Matthew D Ruggiero, Allison Marie Sears, Robin R Serritella, Victoria Lynn Sloma, Morgan Smith, Michaela Wesolowski, Beata A Whittleton, Sara M VACANCY (From NEW CCC)	Beresheim, Courtney Ann Duran, Cassidy M Foti, Silvia V Markus, Robert A Ovalle, Kathryn Phifer, Robyn Grace Rutstein, Neal David Weiner, Diane E

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	Head Count by Building						Allocations by Building						Vacancies by Buildings							
Family and Consumer Sciences Teacher	3	2			1	7	3	4			2			2			Green, Patricia E Miller, Jennifer L Morrow, Jasmine	<i>Riley, Margaret M (6.11.24. Int)</i> VACANCY (C. Jesukaitis) VACANCY (New)		
School Counselor	8	8	4		1	20	8	8	4								Bridges, Tonya Caballero, Jocelyn Ingram, Thomas D Kopf, Julie C Pappas, George A Martinez, Melissa N <i>Mercado, Nia (10.27.23)</i> Soria-Alvarez, Linda	Blade, Sherman Cuci, Cassandra Hooper, De Cora Nichole Oconnor, Nicole G Gonzalez, Antonio Gray-Jones, Hillary V Greenhow, Antony D Robertson, Lauren N	Lugo, Melissa Maria Mejstrik, Nicole L Paprocki, Constance E Paulus, Amy E	
College and Career Counselor	1	1				2	1	1									Korntheuer, John D	Spiridis-Skoupas, Anastasia		
Librarian	1	1	1			3	1	1	1								Adjetej, Patricia	Scott, Shannon M	Fiala, Shoshana E	
Mathematics Teacher	10	13	8		1	34	11	15	8		3		1	2			Appelman, David T Kram, Daniel James Lanzillotti, Angela Pijut, Dale A Shafi-Mousavi, Saman Thomas, Debra Ann Tran, Carisa C Urbe-Lopez, Miguel A Walker, Ryan A Zabrodsky, Andre M VACANCY (K. Suhairi Sanusi)	Arce, Louis J Aulakh, Parampreet Kaur Blood, David Brown, Keith A Collains, Clezeal Peoples, Christopher D Perez, Damian Rosko, Jozsef Saltzman, Jay A Sauter, Kristina Spires, Larry Douglas Stamer, Dan E Targos, Melanie N VACANCY (New) VACANCY (New)	Birch, Nicholas P Bokar, Michael J Moraveji, Farid Nowak, Bradley J Rasnick, Rebecca A (11.8.23) Stompur, Jennifer J Vega Fuente, Rolando S Wolf-Klammer, Kurt	112
Music Teacher	2	2	1			5	2	2	1								Seals Jr, Cletis Darrell Welte, Caroline M	Atcher, Samuel Watson, Salina E	Brown, Matthew A	
Physical Education Teacher	8	11	5			25	9	11	5		1		1				Anaitis, Alexander C Donnelly, Melissa A Goslowski, Bennie J Koczor, Amy C Lishka, Blake A Moran, Dean E Romo, Rodolfo Zuazo, Jose Angel VACANCY (N. Skorin)	Barajas, Amanda M Bryant, Lamont Cox, Travis Mercedes Elisco, Ryan Paul Green, Michael J Shriber, Emily A Spaulding, Randall J Struwing, Paula Williams, Brian A Zubeck, Joseph A Ramirez Lona, Allan G	Mccormick, Tracy L Olivares, Ruben D Reich, Robert J Schaub, Jessica L Zak, Peter	
Science Teacher	11	13	7			31	11	13	7								Castellanos-Guevara, Isabel C Crawford, Marianne Duffey, Siobhan Hillegonds, Cathy Dorothea Mcallister, Crystal L Mcelhatton, Ann E Moore, Justin W Raceala, Veronica Marinela Razeq, Chadia Z Richards, Linea Solano, Anthony C	English, Danielle Delisa Humphreys, Jeremy A Kjeldsen, Zachary A Kleffner, James H Klonowski, Joanne V Laiq, Subuhee Lane, James W Lucas, Michelle E Morain, Cynthia S Noble, Rodney L Plicher, Chad D Polizzotto, Jennie M Vassallo, David N	Beidas, Mahera Z Caldwell, Daniel S Demirlika, Eva Huels, Sarah Elizabeth Krejci, Christie Popadowski, Stacey Wardisiani, John C	

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	Head Count by Building						Allocations by Building						Vacancies by Buildings							
Social Studies Teacher	15	16	8		1	39	15	16	8								Brouwer, Faith E Bunn, George A Corso, Christine E Gibfried, Jonathan J Martin, Ryan Douglas Mcellistrim, Martina Mcculloch, Tyler O Mullen, Joshua Joseph Oquendo Jr, Lucio Perry, Ralph B Piemonte, Jessica M Salazar, Omar F Short, Paula E Soto, Micaela Sunner, Christopher S	Brakie, James E Butler, Danele Lee Emmanuel, Ashok V Gordon, Jennifer Hammoud, Karen B Hendrickson, Scott L Kozlars, Thomas La Grassa, Frank A Loulousis, Ekaterini McFall, Conor M Medina-Olague, Diana M Schaeffges, Rachel R Schlesser, Rachael Spiering, Victoria A Villanueva, Carlos L Wortel, Robert J	Colwell, Steven J Gibbons, John P Kozma, Michael J <i>Momney, Alexandra Jacqueline (11.30.23)</i> Nyquist, Rex D O'Connell-Martinez, Kelly Maureen Petruzzi-Asselborn, Sarah C Salinas, Colette L	
School Social Worker	4	3	2	0.5	1	12.5	5	5	2	0.5	3		1	2			Aguirre, Derian <i>Johnson, Hannah M (12.31.23 Int)</i> Murchison, Carol H Santino, Amy M VACANCY (NEW)	Grady, Charlotte Hogan-Matthews, Jeri B Montoto Vega, Elsa J VACANCY VACANCY (NEW)	Godinez, Ruben Watt, Tianna M	Montoto Vega, Elsa J
Special Education Teacher	15	15			2	34	17	16	1		4		2	1	1		Atcher, Marhonda C Barone, Meghan Leigh Brecheisen, Lauren E Bufa, Beth <i>Deady, Lauren E (11.1.23)</i> Gautschi, Jodonna Moss Hackett, Patrick J <i>Josefek, Rebecca S (10.9.23)</i> Katz, Susan S Langdon, Eisha Lodovico, Dean M Mayhan, Ann Moss, David J Radecki, Joseph C Sirota, Michelle E VACANCY (L. Coughran) VACANCY (New)	Biniewicz, Daniel Michael Contractor, Satyam R Ford, Steven R Kissel, Christopher S Lira, Tina C Morrow, Kevin T Oconnell, Linda T Owolabi, Babatunde Powers, Emily E Shelby, Julius J Swikart, Beth A Smith, Suzan A Stripp, Andrew W Weldon, Caryn Joan Zamora, Saul VACANCY (W. Davis) VACANCY (New)	VACANCY (New)	113
Career Technical Education (CTE) Teacher	1	3	1			5	1	3	1								Robinson, Donald D'Brian	Fedele Jr, Carl S Ferguson, Mark Senase, April M	Syed, Abdur-Rehman	
World Languages Teacher	5	5	5			16	5	6	5		1			1			Collins, Vanessa M Dominguez, Claudia Greab, Anamaria Konstant, Janet Ann Spain, Sydney E	Cruz, Wanda R Dorleans, Jocelyn Levasseur, Margarita Anna Mcmanmon, Zoe C Otero, Bryan VACANCY (A. Dardi)	Duvall, Amanda Kate Garcia, Pablo Gart, Audra D Martinez, Alexandra Restivo, Elizabeth A	
Reset Room Certified Teacher						2	1	1			2	1	1	1			VACANCY (Stubstad)	VACANCY (A. Gottlieb, pending C Brown)		
<b>Total Instructional Count</b>	<b>107</b>	<b>116</b>	<b>53</b>	<b>0.5</b>	<b>9</b>	<b>296</b>	<b>114</b>	<b>127</b>	<b>54</b>	<b>0.5</b>	<b>19</b>	<b>2</b>	<b>7</b>	<b>11</b>	<b>1</b>	<b>0</b>				
<b>10-Month Support Staff</b>																				
Administrative Assistant I	1	5				7	1	6			1			1			Garcia, Maria P	Carler, Latonia Hrobowski, Kya K Lambert, Diann G Lindsey, Kim Leanna Satterfield, Angela C VACANCY (Gonzalez)		
<b>Total 10-Month Support Staff Count</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>				
<b>12-Month Support Staff</b>																				
Administrative Assistant - Deputy Superintendent for Educational Services						1					1									VACANCY (D. Carter)

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	Head Count by Building						Allocations by Building						Vacancies by Buildings								
Administrative Assistant - To Coordinators				5		5				5											Brooks-Lawrence, Tiffany Daniel, Roberto Greenhow, Jonette M Molina, Melanie Stackhouse, Valencia
Administrative Assistant - Office of Finance				1		1				1											Johnson, Carla D
Administrative Assistant-Human Resources				1		1				1											Reyes, Lizett
Executive Assistant - Board of Education						0															
Executive Assistant - Superintendent's Office and Board of Education				1		1				1											Salgado, Janessa
Registrar	1	1	1			3	1	1	1								White, Marion D	Magee, Shirley	Teruel, Wanda V		
Administrative Assistant	11	8				24	12	10	2		5	3	1	2	2		Brown, Quinn L Garcia, Esmeralda Jones, Ori Briah Lucas, Johnnie R Mancilla, Jessica Melesio, Vanessa Mendoza, Gabriela Naylor, Harriet Negrete Luevano, Dolores Walker, Jermaine Williams, Sloan Rae <i>VACANCY (NEW, SPED)</i>	Adams, Deanna M Faletti, Pearl Garcia, Lynette Horton, Tara N Jackson, Barbara J Jacobo, Lorena Jones, Latanya Rodriguez, Angelica <i>VACANCY (D Hooper, pending A Satterfield)</i> <i>VACANCY (NEW, SPED)</i>	<i>VACANCY (T. Brooks-Lawrence, pending A Correa)</i> <i>VACANCY (T. Cespedes, pending B Edwards)</i>		
Bookroom Clerk	1					2	1	1			1			1			Racan, Donald P	<i>VACANCY (A. Reed)</i>		114	
Digital Specialist				1		1				1											Mendieta, Noemi
Machines/Stock Clerk				1		1				1											Jones, Marc
Administrative Assistant to Director of Operations						1				1	1					1					<i>VACANCY</i>
Administrative Assistant to Athletic Director	1	1				2	1	1									Washington, Joann	Walker, Daphene			
Administrative Assistant - Office of the Principal	1		1			3	1	1	1		1	1		1			Green, Karmen	<i>VACANCY (J. Geans, pending J Hernandez)</i>	Chambers, Marchanne		
<b>Total 12-Month Support Staff Count</b>	<b>15</b>	<b>10</b>	<b>2</b>	<b>10</b>	<b>0</b>	<b>46</b>	<b>16</b>	<b>14</b>	<b>4</b>	<b>12</b>	<b>9</b>	<b>4</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>2</b>					
<b>Technology</b>																					
Generalist IT				1		1				1											Emory, Mariah
<b>Total Technology Count</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					
<b>Business Office</b>																					
Assistant to Purchasing Specialist						1				1	1					1					<i>VACANCY</i>
Business Office Liaison	1	1				3	1	1	1		1				1		Benion, Devaughn P	Chester, Ida L	<i>VACANCY (New)</i>		
Financial Generalist				2		2				2											Horton, Brenda Watson, Marcia S
Head Bookkeeper / Chief Cashier						1				1	1					1					<i>VACANCY</i>
Accounts Payable Specialist																1					<i>VACANCY</i>
Purchasing Specialist						1				1	1					1					<i>VACANCY</i>
<b>Total Business Office Count</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>5</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>4</b>					
<b>Security</b>																					
Security Lead	1	1	1			3	1	1	1								Peppers, Aaron	Robinson Jr, Levertis	Allen, Taylor		

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	Head Count by Building						Allocations by Building						Vacancies by Buildings								
Full-time Security	17	16	8		2	41	17	16	8								Barker, Peaches Burns, Daryl A Diaz, Sofia Donaldson, Cleophus Douglass, Mary L Ford, Willard S <i>Gaddis, Antonio (6.30.24 Int)</i> <i>Green, Liza R</i> Harris, Lance Manzo, Elizabeth D McGuirk, Isaiah J Pieranunzi, Frank J Powell, Sharell L <i>Robinson, Brian Jephunneh</i> Tate, Derrinesha Wade, Arian Worthy, Brandon D	Akui, Jahwan El-Haj Burrell, Lashawn M <i>Garcia, Jose</i> Greenhow, Devaughn J Howard, Qunnetti Johnson, Darien D Mackey, Lionel Mitchell, Darryl Pruitt, Darryl Rodgers, Richard Smith, Adam M Stallings, Allen Stepter, Lavar J Walker, Lawrence R Womack Jr, Johnnie Young, Keeshawn M	Arreola, Jacqueline Farries, Brody E Grant, Bobby D Jenkins, Joshua Pierre Johnson, Darius Powell, Patricia A Smith Banner, Tami D White, Anthony D		
Part-time Security	2	3	1			10	4	5	1		4		2	2			Horn, De Andre Loury, Chere VACANCY VACANCY	<i>Elam, Anthony</i> Pointer, Demetrius J Williams, William C VACANCY VACANCY (A. Johnson)	Russell, Billy		
Lunchroom Monitor	2	2	1			8	4	3	1		3		2	1			Moore, Barbara Thomas, Betty J VACANCY VACANCY	Bailey, Laura H Neal, Valeria VACANCY	Thomas, Beatrice		
<b>Total Security Count</b>	<b>22</b>	<b>22</b>	<b>11</b>	<b>0</b>	<b>2</b>	<b>62</b>	<b>26</b>	<b>25</b>	<b>11</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>0</b>					<b>115</b>
<b>Teacher Aides/Other Support</b>																					
Assistant to the Band Director	1	1				2	1	1									Johnson, Joseph	Ross, Timothy			
ESL Tutor	1					2	1	1			1			1			Julio, Dilson R	VACANCY			
Job Coach				1		1				1										Walker, Montese	
Paraprofessional - Full-time	5	6			1	15	7	8			4	1	2	2			Higgins, Angela S Johnson, Diana K Smith, Lincoln R Swinnie, Javon A Yates, Carla VACANCY VACANCY	Brown, Keva Ann Gomez, Kimberly Mazzulla, Ana K Norwood, Fatima L Parrott, Marco C <i>Tyler, Tiffany E (6.30.24 Int)</i> VACANCY (pending J Swinnie) VACANCY			
Paraprofessional - Part-time	2	1		0.5		6.5	3	3		0.5	3		1	2			Hampton, Glenida Westbrook, Richard Tyrone VACANCY (L. Porter)	Washington, Carrie F VACANCY VACANCY		Johnson, Diana K	
Homebound Tutor				1		1				1										Lazarus, Michael W	
School Nurse	1	1	1		1	3	1	1	1								<i>Northern, Karen (6.30.24 Int)</i>	Rice, Lisa		Delgado, Maria Margarita	
Spanish Communication Translator & Office Aide		1				1		1										Batts, Triniece Faye			
Permanent Building Substitute Teacher		4				10	4	4	2		6		4		2		VACANCY (NEW) VACANCY (NEW) VACANCY (NEW) VACANCY (NEW)	Brown, Ricky George, Regina N Varnado, Morgan X Walter, Herman	VACANCY (NEW) VACANCY (NEW)		
<b>Total Teacher Aides/Other Support Count</b>	<b>10</b>	<b>14</b>	<b>1</b>	<b>2.5</b>	<b>2</b>	<b>41.5</b>	<b>17</b>	<b>19</b>	<b>3</b>	<b>2.5</b>	<b>14</b>	<b>1</b>	<b>7</b>	<b>5</b>	<b>2</b>	<b>0</b>					
<b>Operations and Maintenance</b>																					
Building Lead	1		1	1		4	1	1	1	1	1			1			Mcdonald Jr, Alfred	VACANCY	House, Leon	Perales, Jose L	
Custodian - Day	3	3	2			8	3	3	2								Craig, Terrase Johnson, Reginald Straughter, Darrell R	Daniels, Denise L Harris, Anthony N Hughes, Leroy I	Garcia, Ana Rosa Mccarroll Wynn, Rayda L		

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	Head Count by Building				Leave of Absence	BOE Allocation	Allocations by Building				Total Vacancies	Pending Approval	Vacancies by Buildings				East	West	PMSA	District	
	East	West	PMSA	District			East	West	PMSA	District			East	West	PMSA	District					
Custodian - Night	9	11	4		3	27	10	12	5		3		1	1	1		Angelino, Elicelda Davis, Lamar F Hayes, Jesse Jenkins, James Murray, Danielle Lavon Ross, Nijel Q Stafford, Larry L Jr Taylor, William C Velazquez, Juan C <b>VACANCY (B. Buford)</b>	Gladney, Jerry (6.30.24 Int) Graham, Michael M Hrobowski, Marcus Jay, Rodney M Lopez De Gallegos, Yessica A <i>Macias, Wenceslada (WC)</i> Murphy, Ernest L Plomero, Aricia <i>Plomero, Javier (WC)</i> Sotelo, Ofelia Villalva, Luis A <b>VACANCY (T. Hicks)</b>	Enciso, Salvador Galvan, Jose L Madlock, Jeffrey Velazquez, Ambrosio <b>VACANCY (M. Avitia)</b>		
Fireman - Maintenance	1	2				6	3	3			3		2	1			Edmond, Terry <b>VACANCY (T. Garner)</b> <b>VACANCY (K. Johnson)</b>	Duncan, Darwin C Rodas-Beltran, Dario Xavier <b>VACANCY (L. Leaks)</b>			
Lead Fireman	1	1	1			3	1	1	1								Gluecklich, Steven E	Noyola, Sergio X	Johnson, Corey J		
Maintenance I	7	4	3			18	7	7	4		4			3	1		Brown, Claude E Cozzi, Joseph E Donatille, Anthony John Pirozzoli, Vito Anthony Shelton, Woodrow A Sloan, Thomas Trombetta, Vincent	Echevarria, Martin R Good, Ronald A Ruiz, Roy Welch, Billy W <b>VACANCY (D. Knapp)</b> <b>VACANCY (K. Williams)</b> <b>VACANCY (D. Dunkin)</b>	Taylor, Calvin K Williams, Keith V Zambale, Nicholas C <b>VACANCY (T. Brown)</b>		
Maintenance II	1	2			1	6	3	3			3		2	1			Williams, Larry D <b>VACANCY (E. Watts)</b> <b>VACANCY (C. Taylor)</b>	Aviles, Andres <i>Tellez, Sergio</i> <b>VACANCY (J. Perales)</b>			
<b>Total Operations and Maintenance Count</b>	<b>23</b>	<b>23</b>	<b>11</b>	<b>1</b>	<b>4</b>	<b>72</b>	<b>28</b>	<b>30</b>	<b>13</b>	<b>1</b>	<b>14</b>	<b>0</b>	<b>5</b>	<b>7</b>	<b>2</b>	<b>0</b>					<b>116</b>
<b>Nutrition Services</b>																					
Assistant Manager of Food Services				1		1				1											Gonzalez, Roberto R
Kitchen Supervisor	1	1	1			3	1	1	1								Dixon, Letitia	Wachowski, Jennifer	Ratley Jr., Joseph B		
Kitchen Lead	1	1	1			3	1	1	1								Sanderson, Larhonda	Draper, Infinte	Griffin, Deaja		
Food Service Worker (8 hours)	1	2	2		1	6	2	2	2		1		1				Givens, Annette <b>VACANCY (J. Watson)</b>	Hill-White, Yahyness Watts, Kunta K	Lewis, Sandra <i>Williams, Cynthia (6.30.24 Int)</i>		
Food Service Worker (6.5 hours)		2				4	1	2	1		2		1		1		Gillings, Jeanette O <b>VACANCY (A. Hodges)</b>	Geans, Essie M Young, Twanna	<b>VACANCY (D. Boyland)</b>		
Food Service Worker (6 hours)	1	1	1			4	2	1	1		1		1				Miller, Charles W <b>VACANCY (G. Butler)</b>	Rivera, Karla	Hicks, Patricia		
Food Service Worker (4 hours)	1	1				5	2	3			3		1	2			Jefferson, Tanya <b>VACANCY (M. Ruiz)</b>	Graham, Alberta <b>VACANCY (M. Blizzard)</b> <b>VACANCY (C. Fragoso)</b>			
<b>Total Nutritional Services Count</b>	<b>5</b>	<b>8</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>26</b>	<b>9</b>	<b>10</b>	<b>6</b>	<b>1</b>	<b>7</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>0</b>					
<b>Other Contractual</b>																					
NJROTC	3	2				5	3	2									Person, Darryl N Toombs, Mckinley Albert Velez, Alejandro	Hawley, Regina M Rushing, Felinquist R			
School Resource Officer (SRO)	6	2	1			9	6	2	1								Diaz, Jaime Fuqua, Christopher L Ingram, Jesse F Johnson, Jerry A Kosevich, Mark Negron, Phillip	Armstrong, Paul B Smith, Randy B	Wilkins, Torrance P		
<b>Total Other Contractual</b>	<b>9</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>14</b>	<b>9</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					
<b>GRAND TOTALS</b>	<b>192</b>	<b>208</b>	<b>87</b>	<b>51</b>	<b>19</b>	<b>644</b>	<b>229</b>	<b>251</b>	<b>99</b>	<b>66</b>	<b>106</b>	<b>9</b>	<b>37</b>	<b>43</b>	<b>12</b>	<b>16</b>	"Grand Totals" do <u>not</u> include "Other Contractual"				



**INFORMATION ITEM**  
**October 24, 2023 Board of Education Meeting**

**International Baccalaureate and Advanced Placement Test Fees**

Proviso Township High Schools' International Baccalaureate (IB) Diploma Programme (DP) students are preparing for the May 2024 IB exam season. In addition to the Internal Assessments students prepare under the direction of their IB teachers, students will sit a formal, seated exam for each IB course they are taking in May 2024. These exams are taken at the end of their two years of IB coursework (excluding the one-year Standard Level course currently on offer). The IB suite of assessments prepare Proviso students for the rigors of college, the workforce and the military.

Currently, we anticipate there will be 388 IB student exams total for the entire district. There is a cost of \$119 per exam per student. For May 2024, the anticipated cost of Proviso IB student exams is estimated to be \$46,172.

Proviso Township High Schools Proviso Township High Schools District 209 is committed to ensuring that the education of its students equips them for success and ensures College and Career Readiness. Advanced Placement (AP) courses taken in high school offer advantages to students by opening the possibility to earn college credit prior to entering college. This allows students to save money and time by not have to pay for those courses at the college level. Additionally, AP courses on student transcripts show colleges that students are motivated to succeed. Taking the AP exam demonstrates commitment on the student's behalf to complete college level work.

The cost per exam is \$98, but the school rebate is \$9 per exam. College Board also offers fee reductions for eligible students of \$36 per exam which is not applied until an invoice is received from the College Board. The approximate cost including the rebate but excluding the fee reduction for Proviso East is \$39,004; Proviso West is \$43,708; and PMSA is \$101,554. The total District investment is approximately \$184,266 before fee reductions are applied. Payment is due to College Board by June 15, 2024, not at the time of ordering.



**INFORMATION ITEM**  
**October 24, 2023 Board of Education Meeting**

**SY25 Course Catalog Updates**

**Applied Technology (TEC)**

- n/a

**Art (ART)**

- Cleaned up pathways to represent different media for student interest in art (drawing, digital, ceramics)

**Business (BUS)**

- CTE course descriptions and pathways updated to align with Triton College Dual Credit courses and ISBE CIPs

**Engineering & Technology (NGI)**

- CTE course descriptions and pathways updated to align with Triton College Dual Credit courses

**English (ENG)**

- English 1-4 EL redefined as English 1-4 EL Bilingual for clarity
- English 1-4 Bridging redefined as English 1-4 EL Bridging for clarity

**Family and Consumer Science (FCS)**

- CTE course descriptions and pathways updated to align with Triton College Dual Credit courses and ISBE CIPs
- Textiles & Design pathway eliminated because it is no longer supported by DVR – It is not a high yield pathway. Students in Textiles & Design 1 and 2 this year will be offered Work-Based Learning (WBL) next year as their Textiles & Design Occupations prerequisite course.
- Foundations of Education (DC), Foundations of Teaching (DC), and Work-Based Learning - Education (DC) have been eliminated because the teacher dual credit certified with Dominican University retired. FCS staff will be encouraged to pursue Dual Credit certification with Triton College for the education pathway. A cohort is beginning with the Class of 2028. Students in the Education pathway this year will be offered Work Based Learning (WBL) - FCS next year as their prerequisite course.

**Math (MAT)**

- Integrated Math 1-3 EL redefined as Integrated Math 1-3 EL Bilingual for clarity. ACCESS placement scores added to align with English core courses and for state compliance.
- Integrated Math 1-3 EL Bridging added to course offerings to align with ACCESS placement scores in English core courses and for state compliance.
- Consumer Math removed based on lack of enrollment and a district focus on required math coursework.
- Business Math removed due to lack of student interest.
- Statement added that computer literacy content will be embedded into Math courses per ISBE requirement.
- A new pathway was created to serve students starting in Algebraic Reasoning to build on foundational math skills acquired in grade 9. These students will take Integrated Math 1-S (Support) in grade 10, IM2-S (Support) in grade 11, and IM3-S (Support) in grade 12. This provides scaffolded programming to meet students' needs and to address wide range of skill levels in math upon entry to Proviso.

**Music (MUS)**

- Teacher Recommendation added to performance courses at East and West to align with PMSA

**Naval Science (NAV)**

- n/a

**Research and Theoretical Studies (RTS)**

- n/a

**Science (SCI)**

- Biology EL, Chemistry EL, and Earth Science EL redefined as Biology EL Bilingual, Chemistry EL Bilingual, and Earth Science EL Bilingual for clarity. ACCESS placement scores added to align with English core courses and for state compliance.
- Biology EL Bridging, Chemistry EL Bridging, and Earth Science EL Bridging added to course offerings to meet EL students' needs and for state compliance. ACCESS placement scores added to align with English core courses and for state compliance.
- Physics EL removed to align with EL course offerings in Math and Social Studies for 3.0 credits.
- AP Environmental Science removed at PMSA to narrow down course offerings for a senior level AP Capstone option and due to lack of historical interest.

## **Social Science (SOC)**

- Civics offered as a grade 10 or 12 course to meet the state requirement for rising sophomores and rising seniors. (Rising juniors will have already taken Civics. Credit Recovery is offered to rising Juniors.)
- World Civilizations EL, Black History 365 EL, Civics EL, and US History EL redefined as World Civilizations EL Bilingual, Black History 365 EL Bilingual, Civics EL Bilingual, and US History EL Bilingual for clarity. ACCESS placement scores have been added to align with English core courses and for state compliance.
- World Civilizations EL Bridging, Black History 365 EL Bridging, Civics EL Bridging, and US History EL Bridging added to course offerings to meet EL students' needs and for state compliance. ACCESS placement scores have been added to align with English and for state compliance.
- World Geography EL for grades 9-11 (0.5 credits) removed to provide equitable course offerings for EL students as is provided in English, Math, and Science to meet graduation requirements.
- IH Applied Anthropology and IH Contemporary American History have not run at PMSA for years – They have been removed as course offerings. PMSA students are strongly encouraged to take AP or IB History courses.
- IH Psychology removed from MSA course offerings – Students take AP or IB Psychology.

## **Theatre (THE)**

n/a

## **Wellness (WEL)**

- Junior/Senior PE becomes a one-year course at East and West to align with PMSA and to assist with scheduling.
- Lifetime Fitness, grades 11-12 becomes a one-year course at East and West to assist with scheduling.
- Competitive Team Sports, grades 11-12 becomes a one-year course at East and West to assist with scheduling.
- PE Leaders, grades 11-12 becomes a one-year course at East and West to assist with scheduling.
- PE Activities, grades 11-12 eliminated – Embedded in other PE courses.
- IB CAS Wellness removed from MSA due to PE Waiver for IB Diploma candidates.

## **World Languages (WLA)**

- IB Language B French DP 1 and 2 added to East and West to align with PMSA.
- IB Ab Initio French DP 1 and 2 added to East and West to align with PMSA.
- AP French removed due to historical lack of interest

## **Other Updates**

- Statement added to all AP courses: *This course may be offered for Dual Credit depending upon staff credentials.*
- Requirement of Teacher Recommendation as a prerequisite has been removed for all Advanced Placement (AP) courses.
- All pathways have been updated in all departments to communicate entry level courses leading up to capstone courses for senior year.

## **4-Year Visual Plan created for:**

- PEMSA/PWMSA
- EL Placement Decision Matrix
- IB DP Programme
- CTE Pathways (CIPS)

## **A separate Internal document was created for SY25 to assist with scheduling at all three campuses. This document includes the items below.**

- Campus(es) on which the course is offered
- Credits
- Proviso course code
- State course code
- Prerequisite (required course prior)
- Postrequisite (the next course in sequence)
- Graduation credit received for the course
- ISBE certification required for the course
- Other teacher training required for the course (if applicable)
- Single, double, or triple period for the course
- DL/EL requirements (if applicable)
- Scheduling restrictions (if applicable)



## FOIA Report – October 2023

In October 2023, Proviso Township High Schools District 209 received the following FOIA request(s):

October 12, 2023 – Bo Kim, requested the following, please provide Bid Tabulations for D209 Capital Improvement Projects. – *Information was provided.*

25. Adjourn