



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Dr. Gina Finaldi
CC: Dr. Scott Warren
Date: August 14, 2025
Re: Student Services Executive Summary

- **New Staff Orientation and Trainings-**

There have been a number of meetings for new student services staff as well as training for new/returning staff taking place.

- New student services staff orientation (week of 8/11-8/15)
 - Review of programming, services, and procedures as well as set up with systems (Embrace, Branching Minds, DocuSign, etc.)
- Guided Associate Training on 8/14 from 9-3
 - Topics covered include Understanding Autism, AAC (Augmentative and Alternative Communication), Gestalt Language Processing, Data Collection, Behavior Reduction Methods, Peer Buddies, supporting students with CVI (Cortical Vision Impairment), and student-specific training on schedules, classroom procedures, and behavior intervention plans.
- Training for all associates will occur on August 19th
 - CPI Refresher training for all returning special education associates
 - De-Escalation techniques and supporting behavior for all other associates

- **Professional Development Planning/Curriculum-**

- We hosted a 3-day training for LBS teachers on the SLANT System on July 14, 15, and 16, which is a scientifically research-based literacy program that has been adopted for K-8 for students receiving special education services/specific skill development in the areas of reading decoding/encoding. We had 14 teachers attend this training so we are ready to implement the program this school year.
- Our new Guided teachers will participate in a number of professional development opportunities, including TEACCH (structured teaching) which is 3-day virtual training on structured teaching methods through the TEACCH

Autism program this fall. The training program focuses on the learning styles of autism and the use of Structured TEACCHing strategies and visual supports to provide meaning, promote independence, and capitalize on individual strengths. They will also receive training on the STAR Autism curriculum, and the TeachTown curriculum this fall.

- **Preschool Screening -**

The first preschool screening of the new school year will take place on September 18th. All of the slots for this day are filled. Additional screenings will be offered in October, November, February, March, and April.

- **Move-In Students-**

There are a total of 7 students with IEPs who are transferring into the district: 5 will be attending Half Day and 2 will be attending Daniel Wright.

- **Status on Vacancies/Hiring-**

- We were able to fill the open BCBA position and the Learning Behavior Specialist Leave of Absence position through a contractual agency.
- We have been able to fill most of our associate vacancies.
 - Daniel Wright - 1.0 FTE vacancy for 8th grade special education support remains unfilled.
 - Half Day - Currently fully staffed.
 - Sprague - Currently fully staffed.