



Dear Parents,

Welcome to another exciting year at Immaculate Conception Grade School!

For those of you who are new to Immaculate Conception or those I have not met, I am Karen Proctor. The social worker at Immaculate Conception - this is my 12th year at IC. I am here on Mondays and Thursdays. AMITA/Alexian Brothers employs me, in partnership with Catholic Schools in the area to provide support services. My credentials include a Masters in Social Work; I am a Licensed Clinical Social Worker and have 25+ years in the field of social work. I am the mother of three children (24,20,18) and my youngest just went off to college.

I will be at IC on Monday and Thursdays from 7:30-3:30. I can be reached for appointments or consultation by contacting the school office or email.

I have outlined some of my responsibilities so you will know what a social worker can do in the school setting.

- Crisis Intervention: bereavement, self-injury or harm to self.
- Brief counseling: loss, behaviors, divorce, death, peer relations, anxiety, stress. Students maybe referred to outside counseling as needed.
- Classroom interventions: work with classroom teacher and develop programs such as getting along with peers, social skills and current issues.
- Consultation: is available for teachers and parents to ask questions regarding any social/emotional/behavioral observations in students.

If at any time during the year you have any questions or concerns please feel free to contact me. Due to the fact that I travel, it is best to call the school office or email me and leave a number and time I should contact you. My email is [karen.proctor@amitahealth.org](mailto:karen.proctor@amitahealth.org). I look forward to serving the Immaculate Conception community students, staff and parents!

Blessings on a New School Year!

Karen Proctor, L.C.S.W.  
School Social Worker