

PROVISO AREA FOR EXCEPTIONAL CHILDREN  
GOVERNING BOARD MEETING  
PAEC CENTER – 6:00 PM  
DECEMBER 19, 2019

AGENDA

I. ROLL CALL

II. AUDIENCE PARTICIPATION

III. CLOSED SESSION

*Recommended Motion:*

I move to convene into Closed Session at PM, under Section 2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s), specific individual(s) who serve as independent contractor(s), specific volunteer(s) of the Board, or legal counsel for the Board as presented.

IV. APPROVAL OF GOVERNING BOARD MINUTES

*Recommended Motion:*

I move to approve the Governing Board Minutes of November 21, 2019 as presented.

V. APPROVAL OF CONSENT AGENDA

*Recommended Motion:*

I move to approve the Consent Agenda, which encompasses agenda items VI (Payroll), VII (Bills), and XIII (New Business) as presented.

VI. APPROVAL OF PAYROLL

Confirmation of payroll (excluding required employer deduction)

	<u>11/15/2019</u>	<u>11/26/2019</u>	<u>TOTAL</u>
Education Fund	542,181.69	530,867.66	1,073,049.35
Building Fund	16,774.28	17,029.53	33,803.81
<b>TOTALS</b>	<b>\$558,955.97</b>	<b>\$547,897.19</b>	<b>\$1,106,853.16</b>

*Recommended Motion:*

I move to approve Payroll as presented.

VII. APPROVAL OF BILLS

Information is attached

*Recommended Motion:*

I move to approve the Bills as presented.

VIII. EXECUTIVE BOARD REPORT

The Executive Board meeting was held on December 12, 2019. Those present included: Dr. Terri Bresnahan and Ms. Laura Vince from District 87, Mr. Mark Holder and Ms. Charlotte Larson from District 88, Dr. Janiece Jackson from District 92, Dr. Kevin Suchinski from District 93, and Vanessa Schmitt and Mr. Paul Starck-King from District 209. They reviewed and recommended approval of all the items on the agenda.

IX. DuPAGE/WEST COOK REPORT

Information is attached.

X. COMMITTEE REPORTS

No reports at this time.

XI. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

- A. PAEC Audit Review – Baker Tilly  
Fiscal Year 2018-2019
- B. PAEC Programs – Current District Child Count Report  
Information is attached.
- C. Current Enrollment and Classroom Staffing Patterns  
Information is attached.
- D. Current Student/Staff Monthly Report  
Information is attached.
- E. Transition Reports
  - 1. PAEC Therapeutic Day Elementary School – Information is attached.
  - 2. PAEC Therapeutic Day High School – Information is attached.
- F. Initial Referrals  
Information is attached.
- G. Police Reports
  - 1. PAEC Therapeutic Day Elementary School – No police reports for this month.
  - 2. PAEC Therapeutic Day High School – No police reports for this month.
- H. PAEC Activity Fund Summary  
Information is attached.
- I. PAEC Program Updates  
**PAEC Business Office – Ms. Debbie Tryon, Business Manager**  
Ms. Tryon is preparing files and documentation to work on cost sheet mid-year review of PAEC programs and services. Requests for updated mid-year FTE'S have been requested from applicable lead therapists in service areas.

The Business office continues to make every effort to get PAEC monthly student attendance to First Student and then follows up to receive monthly home to school and shuttle transportation bills so PAEC can review these bills and member districts can pay them in a timely fashion each month.

PAEC has sent to member districts the annual salary survey. A copy went to each Superintendent and Business Official. PAEC is asking for it to be returned by December 9<sup>th</sup>. The salary information on these surveys is used to compute salary increases for non-bargaining PAEC staff for next fiscal year.

Ms. Tryon has requested from district business officials electronic copies of their district's Annual Financial Reports for the 2018-19 fiscal year. Financial information from these reports is needed to prepare the end of the year 02A cost sheets. This information is picked up before year-end and put on the reports ahead of time and this step saves valuable time at the end of year. As of the date of this letter, District #88 and #92 AFR reports have not been available. PAEC still needs a copy of these reports and will be following up with these district business officials.

A draft of the transportation bid specs for next fiscal year has been completed and reviewed by Ms. Tryon, Ms. Boeh and Mr. James. We are fine-tuning some areas, gathering data of transportation companies to send the bid specs to, and have discussed sending the bid packet out January 2020. Our attorney will be reviewing the bid spec package before it is sent out.

Ms. Tryon will be working on plugging into PAEC monthly cash flow projections, the payments to member districts for audit refunds for the 2018-19 fiscal year.

Our Payroll Coordinator and Ms. Tryon are working on the coordination of a TRS Audit at PAEC. The auditor will be on-site for a day after the holidays and we are working on sending her data needed for the audit ahead of time.

#### **PAEC Early Childhood Program**

November passed in a blink of an eye in the PAEC Early Childhood Program. Our classes were busy learning about family and nutrition in preparation for Thanksgiving.

The class numbers keep growing, with three new students joining our Cross Categorical classrooms. We are testing and staffing children every Monday and Wednesday. We tested five children and had five eligibility meetings. At the end of November, Ms. Bushman's five hour program will end and will open up as two half-day sessions as of December 2nd. This will allow us to have more slots for children that present with multi-needs or Autism.

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

November is the beginning of the Holiday season and we are very busy progress monitoring students in Reading and Math. The students were benchmarked using FastBridge in Reading and Math in the fall and are currently being progress monitored every other week in order to improve their fall scores.

The students' weekly participation in activity night and the sports program continues to be a tremendous behavior incentive. The new sports league this year has allowed the students to participate in sports on a weekly basis. The students are now participating in the volleyball season.

We are working diligently to provide social emotional support for those students. There has been 6 occurrences of students requiring time outside of the classroom. We supported our cooperative districts by providing intervention for students. New interventions continue to be utilized to support the students who are experiencing difficulties during specific task or time of day. The team continues to focus on students missing as little instructional time as possible.

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

On our late start day, we discussed our new bus entry in the morning and exit in the afternoon. We are now loading and unloading students, one bus at a time. Parents are not allowed to pull in the parking lot when buses are present. We have plenty of street parking and parking on the side of the building to accommodate parents.

I have completed more of our staff evaluations. There is one more teacher and a few program assistants to complete and then we will continue in January. We have also discussed fundraising options, IEP completion, and other laws that we have to institute.

We have set up a bus evacuation drill. We have had code red and code yellow drills as well as a fire drill.

#### **PAEC Center**

Our Bus Evacuation Drill was completed on November 5, 2019

Ms. Marrea Winnega has been working with the Autism Department. On November 6<sup>th</sup>, she met with five teachers from PAEC Center and two from PAEC EC. Ms. Winnega observes the teacher during a lesson during one session and meets with them during another to discuss the lesson and/or any issues they may be having that she is able to assist. This has been a positive experience for the teachers.

Classroom observations have begun in earnest. This has proven to be beneficial providing a better insight into the classrooms and observing fully what the students are doing.

Our late start date consisted of the Occupational Therapists giving a presentation on "OTs in the Classroom". This was very informative, especially as we have new teachers and other staff.

Many teachers completed the required annual DLM testing certification. DLM testing starts in the spring of 2020.

November was recognizing Epilepsy Awareness. Staff was asked to wear purple on the late start day in recognition

Thanksgiving themes was prevalent on bulletin boards and during classroom lessons!

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

In November, we have continued to work hard in the transition department filling out applications and attending interviews. These have included Target, Olive Garden, Dunkin Donuts and Sam's Beauty Warehouse.

Students continue to volunteer successfully with sites at Hines, Sarah's Inn, PAEC Academy, Ronald McDonald House, Westchester Library, Catholic Charities, and Brookfield Pantry. New placements for the second semester will be made in December based on student performance in current job-sites.

A business proposal was created for the previously mentioned shredding program and will hopefully be able to start soon.

Our students, ages 16 years and older that are DRS clients, meet with Ms. Montese Walker, the 209 DRS Job Coach, for one period, one day a week. Ms. Walker works with our students and reinforces various vocational skills (e.g. filling out job applications, phone and mock interviews, etc.) Over the past three weeks, she has assisted three students in setting up and getting interviews: Symphony at Aria in Hillside, Burger King in Bellwood, and Krispy Kreme in Hillside. We remain hopeful that these will result in employment!

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

PAEC High School Administration completed a mini-grant with IAASE (Illinois Alliance Administrators of Special Education). Our goal is to provide students the opportunity to read at leisure. We want to improve student outcomes using cooperative learning strategies while increasing English and language arts proficiencies. PAEC High School would like to create a Portable Classroom Library (PCL) project that would be a great addition to the Proviso Area for Exceptional Children SEJA 803, since our high school program is without a designated school library. The Portable Classroom Library (PCL) will provide students the opportunity to read during scheduled intervention blocks daily.

For the 2020-21 school year, we continue to explore having a school within a school model. We seek to explore efforts to meet the needs of credit deficient special education students of Proviso Township High School District 209. The overarching goal of the program is to "deliver academic, social-emotional, and behavioral supports, to prepare students for college and career readiness." At PAEC High School, we believe the full day "Chance Program"; will offer an alternative learning environment that will cater to the learning styles for credit deficient students.

In an effort to enhance vocational programming for our PAEC High School students, PAEC Administration is in the early stages of restructuring the objectives and goals of the program. Administratively, we would like to provide students with career pathway options,

which focus on the trades. Potential options of consideration will be in the areas of: HVAC Technician, Electrician, Computer Network Support, and Practical Nursing/Nursing Assistant.

On November 26<sup>th</sup>, PAEC High School will hold our annual Thanksgiving Luncheon for all PAEC High School students. This time of the year is a great time for reflection and an opportunity to share positive experiences with the students and staff of PAEC High School. As a school, we understand that we have a lot to be thankful for. We want to continue the tradition of sharing and spending time with our PAEC High School family.

**PAEC Therapeutic Day High School Vocational Program**

We have two students participating in the Hilton Work Training Program, with either a Monday/Wednesday schedule or a Tuesday/Thursday schedule from 10 am to noon. We are able to have students in three different departments (culinary, housekeeping, and engineering.)

We have one student participating in the Fire House Subs Work Training Program, with a Tuesday/Thursday schedule from 10 am to noon.

Mr. Loving continues to work with Pathway; they provide job training to students 18-24 and no longer attending school. Mr. Loving has contacted previous students and continues to refer previous students to the program.

The Afterschool Work Training Programs continue with three students participating at the Hilton and four students participating in the Custodial Program at PAEC. These students receive a stipend.

Mr. Loving has opened the After School Custodial Program up to students who want to earn community service hours. These students do not earn a stipend and thus far, one student is participating.

We currently have two students participating in the Lunch Training Program.

Mr. Loving provides students seeking employment with job leads.

Ms. Pietrowski is working with students to complete their transition planning questionnaire and interview. She also has regular meetings with seniors working on post-secondary education goals.

Ms. Pietrowski meets with each student regarding his or her credits and anticipated graduation date. We currently have twenty-eight students utilizing the Apex Credit Recovery program to advance their graduation date, either as part of their course schedule or on their own. This school year we have 13 completed classes.

Ms. Pietrowski assisted parent with the 2020-21 FASFA. Ms. Pietrowski is available to help seniors and/or their parents in completing the FASFA.

On November 15, 2019, Mr. Loving and Ms. Pietrowski attended the Counselor and Educator Conference for the Construction Industry Apprenticeship Programs.

On November 20, 2019, Mr. Loving and Ms. Pietrowski assisted a 2019 graduate with registration at Triton College.

**PAEC Intervention Team**

*District 87*

Jefferson Primary School

Class wide support for two classrooms continues along with individual interventions and data collection on several of these students. Twice a month, review meetings are conducted with administrators, behavior coaches, and other school support staff to assess progress and make changes.

Riley Intermediate School

Behavior support for a student was requested from administration. This student previously received PAEC behavior coach support starting in PreK. The student was supported by a one to one PA and behavior improved considerably, that it was phased out in second grade. The coach that previously worked with the student and his family will begin implementing strategies that were successful in the past and monitor behavior data to see if behavior improves.

Sunnyside Intermediate School

A student with 17 behavior referrals this school year is now receiving behavior support from the behavior coach that worked with his teacher in his previous grade.

MacArthur Middle School

The mentor/goal-setting intervention with a student is going well so far, after four mentor sessions with a PAEC behavior coach. The student's father came in for the fourth session, lending his support to the intervention. Parent permission was obtained for another student and mentoring sessions will begin three times a week after the Thanksgiving break.

*District 88*

Lincoln Elementary School

A Behavior Coach continues to coach a 2<sup>nd</sup> grade teacher with developing classroom management skills, using a CHAMPS structure. The coach's classroom time has been reduced because the teacher is now much more confident and needs less support. In a separate classroom, escalating behavior between male students has increased and a male behavior coach has been added full time to help the teachers manage the situations.

Thurgood Marshall Elementary School

A behavior coach is helping a primary special education teacher establish CHAMPS structure and routines in the classroom. Noticeable improvements in student behavior, documented by observational data has been noticed. Two new students were added to the classroom recently, resulting in some new modifications to the class-wide support plan.

McKinley Elementary School

Behavior support for a classroom was requested by administration. The teacher is new to the district and has several students with acting out behaviors, some that require room clears, to keep everyone safe. A behavior coach that successfully worked with one of the students last year, has just been assigned several half days a week to assess the behavior management needs and create a support plan.

Roosevelt Middle School

Classroom management support for a special education teacher with a cross-cat classroom continues. CHAMPS coaching and implementing a class-wide STOIC plan, along with intensive coaching feedback is being provided by two PAEC behavior coaches.

*District 209*

Proviso East High School

This month the three interventionists, along with other support staff, have been assigned to a school initiative designed to improve student attendance and reduce truancy and late arrivals at all grade levels. They attend large group meetings for students and parents, call parents and meet with students to implement attendance contracts.

Proviso West High School

The three Behavior Interventionists at this school are utilized as first responders when sudden student situations arise and as primary facilitators for Keep the Peace sessions. The interventionist assigned to working with IEP students conducted 74 mentor sessions this month (through November 22), with 48 students. Sessions ranged from five minutes to three hours. Only 10 students had multiple sessions.

**PAEC OT/PT Department**

The AT team is conducting SETT meetings in District 88 to come up with appropriate assistive technology to address educational needs for their struggling students.

Our AT Team ran an Orthotic Clinic on November 20, 2019 with Gwen Blunk, an orthoptist from Hanger Clinic at PAEC Center.

One of the projects in our OT/PT Department was to update our doctor referral form to include updated practice and this was completed during the month of November.

OT/PT/AT Lead attended a Management Meeting on November 8, 2019 at PAEC Center.

The OT/PT Department attended a staff meeting on November 7, 2019 at PAEC Center.

The AT Team attended the Infinetec Combined North & West Coalition meeting on November 13, 2019 at NIU Hoffman Estates.

The AT Team attended a staff meeting on November 6, 2019 at PAEC Center.

We had OTs attend a StarNet in-service on Writing Development in Preschool on November 4, 2019 and Transdisciplinary Play-Based Assessment on November 7<sup>th</sup> and 8<sup>th</sup>. Another OT attended Module 2 - Childhood Neurodevelopmental Disorders in Georgia from Life University from November 9<sup>th</sup> through 11<sup>th</sup> and our OT/PT/AT Lead viewed a live webinar on Drive-Wheel Configuration on November 14<sup>th</sup>. All of this information will be shared at our upcoming OT/PT department meeting.

**PAEC Psychologist Department**

Psychologists Mary Therese Geary, Dayle Ashley-Harding, Melissa Gomez, Daphne LeCesne, Robin Zimmerman, and Charlie Cooper attended a workshop on Friday, November 15<sup>th</sup>, sponsored by the West Suburban School Psychologist Association (WSSP) and co-sponsored by LADSE. The workshop was entitled, "Current Issues in School Psychology: What Psychologists Need to Know", Dr. Mark Shinn was the presenter. Information will be shared with others at the next psychologists' meeting in December.

District 87 Psychologists, Counselors, and Social Workers participated in Elyssa's Mission, a suicide prevention program, at Northlake and MacArthur Middle Schools. All counselors and social workers across District 87 are trained on the program. The first of two sessions were on October 21<sup>st</sup>, for 6<sup>th</sup> and 7<sup>th</sup> grade students at MacArthur. All priority I, II, and III students were followed up with by an SEL team member. The second session took place on November 19<sup>th</sup> for the 8<sup>th</sup> grade students and all identified students were followed up with by an SEL team member.

At Northlake, the first Elyssa's Mission session for 6<sup>th</sup> and 7<sup>th</sup> grade students took place November 5<sup>th</sup>. All priority I, II, and III students were followed up with by an SEL team member. The second session for 8<sup>th</sup> grade students is scheduled for December 3<sup>rd</sup>.

At MacArthur, Psychologist, Dr. Michael Cermak, leads a 6<sup>th</sup> grade lunch group focused on developing friendships and an 8<sup>th</sup> grade lunch group focused on developing appropriate social skills.

At Hillside, Psychologist, Dayle Ashley-Harding and Psychologist, Kailey Byrne, have "drop-in" lunch groups for students and there has been a decrease in behaviors for these students. They are also implementing social-emotional interventions with the Pre-K students along with the school social worker.

Also at Hillside, Psychologist, Dayle Ashley-Harding, is facilitating a pre-reading intervention with two groups of Kindergartners. Psychologist Intern, Kailey Byrne, is working with the primary grade social worker to push into the Pre-K classrooms one to two times per week for social stories.

#### **PAEC Social Work Department**

As of Wednesday, November 20, 2019, returning PAEC School Social Worker, Ms. Fidelia Avila, will be providing social work services every Wednesday, to the students attending PAEC Academy. Additionally, Ms. Avila will be completing the social developmental studies for those students with upcoming EDC's. Our Social Work Department welcomes Ms. Avila back to our team.

Mr. Michael Irgang, M.S.W. (PAEC School Social Worker-PAEC Elementary) continues to work with the students on his caseload individually and/or in-group, covering such topics as anger management, self-esteem, and respecting differences in others. Additionally, Mr. Irgang has helped organize Thanksgiving and Christmas assistance for families in need who are on his caseload.

Ms. Amy Santino, M.S.W. (PAEC School Social Worker-Proviso East High School) continues to facilitate student social skills groups covering such topics as understanding personal boundaries, learning to take turns, appropriately initiating conversations with others, and staying on topic. Additionally, Ms. Santino attended the Elmhurst College field trip with the senior students on her caseload. Students learned about Elmhurst College's transition program, as well as what it might be like to be on a college campus. Currently, Ms. Santino is involved in discussions about possible food drives, community trips and service learning opportunities, which students may participate in the near future.

Ms. Monette Carlos, L.C.S.W. (PAEC School Social Worker-PAEC Early Childhood Program) facilitated a parent workshop on Toilet Training on November 8, 2019, whereby 20 parents attended this presentation. Ms. Carlos continues to run early childhood social work groups in her Autism and Cross Categorical Classrooms. Topics covered include learning breathing techniques using playful methods (i.e., blowing feathers, etc.) and learning self/body awareness. Additionally, Ms. Carlos has been assisting with getting Thanksgiving Baskets sent to needy families whose children attend the PAEC E.C. Program. Ms. Carlos is also assisting Ms. Kimber, with collecting toys for the Annual E.C. Holiday Toy Drive.

Ms. Kenya Dockens, L.C.S.W. (PAEC School Social Worker-Hillside School) is currently facilitating the Safe @ Last Curriculum in compliance with Erin's Law, for the 4<sup>th</sup>-6<sup>th</sup> grade students. *The Safe @ Last Program* is a sexual assault primary prevention curriculum designed for students in Kindergarten-6<sup>th</sup> grade, with age-appropriate, sequential and comprehensive lessons, presented in an interactive web-based learning environment for both children and educators. Each lesson builds on and reinforces the skills learned in



previous lessons with opportunities for students to practice each learned skill. The program includes age-appropriate learning techniques such as role-playing, music, games, stories, and an interactive online workbook to enhance the learning process for each individual student.

Additionally, Ms. Dockens continues to facilitate an 8<sup>th</sup> grade girls group, which is focusing on building self-esteem and empowerment skills. Ms. Dockens, also, facilitates a seventh grade student group, which focuses on increasing school motivation, goal setting, and prioritizing tasks. Ms. Dockens co-facilitates the Multi-Cultural Student Club, Club Lead, in which students are currently creating a brochure for new students and planning a student luncheon. Additionally, Ms. Dockens organized a school wellness group facilitated by Presence Health and attended an all-day student behavioral threat assessment.

Ms. Dana Gutmann, L.C.S.W., Ms. Lisa Allen, L.C.S.W., and Ms. Lisa Pirrello, L.C.S.W. (PAEC School Social Workers-PAEC Therapeutic Day High School Program) continue to provide individual/small group social work sessions and have been covering the following topics: Appropriate Communication Skills, Coping with Loss/Grief, Conflict Resolution, and Anger Management. Additionally, the school social workers have been diligently connecting students with outside agencies for extra-curricular experiences, as well as additional therapeutic services.

Ms. Donna Kuchera, M.S.W. and Ms. Dayna Trugar, M.S.W. (PAEC School Social Workers-Proviso West High School) have been extremely busy providing school social work services to the 75+ special education students assigned to each of them at Proviso West. In addition to writing required reports for those students (i.e., present levels of performance, social developmental studies, updated and/or newly formulated social work goals/benchmarks, functional behavioral assessments, behavior intervention plans, etc.). Both social workers are facilitating various social work groups, which include covering the following topics: Managing Anxiety, Character Building/Life Skills, Making Good Choices/Staying Organized, and Anger Management. Additionally, Ms. Kuchera and Ms. Trugar are working with the Proviso West High School Interim Principal in discussing the possibility of incorporating the "Classroom DoJo" with the special education identified students assigned to their caseload.

Ms. Lisa Pirrello, L.C.S.W. (PAEC School Social Work Lead), coordinated the PAEC School Social Work Training, which occurred on November 15, 2019, whereby Dr. El Shafie did a presentation on "Psychotropic Medication Updates for Children and Teens". Additionally, Ms. Pirrello has completed the first set of PAEC School Social Work Performance Evaluation Observations during the 1<sup>st</sup> Semester of the 2019-20 School Year, as well as the written Post-Observation Reviews. Ms. Pirrello will be scheduling Post Observation meetings with those eight PAEC School Social Workers identified to be evaluated this school year. The second PAEC School Social Work Observations will be occurring from Mid-January 2020- to Mid-March 2020.

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

The Speech/Language department will be hosting Tanya Vickers, SLP, who will be presenting the following:

- Thursday, December 5<sup>th</sup>, 9-11:30 am - Overview of Dyslexia: How can SLPs support their student's reading development.
- Thursday, December 5<sup>th</sup>, 12-2:30 pm - Writing strategies: How SLPs can use writing strategies to develop oral language skills and support the common core writing standards.
- ASHA CEUs will be provided.

Hillside School District 93, has requested an additional .2 SLP to assist with coverage. Lead SLP, Ann Coenen, will be covering the PreK program to assist the current 3 day/week SLP.

**PAEC Special Olympics**

Basketball began on November 4<sup>th</sup>, for all teams and individual skills athletes.

On November 19<sup>th</sup>, the Lady Pacers took on Orland Park Special Recreation and played extremely hard, but falling to them, 12-25. The athletes had a great time. Their next game is December 16<sup>th</sup> vs. Argo High School.

The Tigers 1 and Tigers 2 have been busy. Tigers 1 had two games playing November 13<sup>th</sup> vs. Cove and on November 25<sup>th</sup> vs. Unity Jr. High, winning both games by the scores of 54-25 and 83-32. They are heading into December as one of the teams to beat in state at the Jr level. Tigers 2 played their first game on November 12<sup>th</sup> vs. Berwyn. They also won their game by the score of 34-21. We look forward to a great December.

Pacers and Bulldogs begin playing their games in December with games on December 2<sup>nd</sup>, 4<sup>th</sup> and 12<sup>th</sup>. We look forward to seeing them in action and begin to prepare for the district tournament.

Individual skills athletes will take to the court at their tournament on December 7<sup>th</sup>. We cannot wait to see who qualifies for the State Tournament.

**XII. OLD/UNFINISHED BUSINESS**

None at this time.

**XIII. NEW BUSINESS**

**A. Out of District Student**

Forest Park School District 91, has requested that one of their students attend PAEC Elementary on a tuition basis for the 2019-20 school year. The District is aware that they are fiscally responsible for the student's out-of-district tuition (110%) and transportation (100%). PAEC will be able to accommodate this student and continue to have placements available for our member districts.

***Recommended Motion:***

**I move to approve the request from Forest Park School District 91, for one of their students to attend PAEC Elementary for the 2019-20 school year. Forest Park School District 91 is aware that they are fiscally responsible for the student's out-of-district tuition (110%) and transportation (100%) as presented.**

**B. PAEC Administration/Center Roof Replacement**

***Recommended Motion:***

**I move to approve the roof replacement of the PAEC Administration/Center building during the Summer of 2020 as presented.**

**C. Out of State Conferences**

1. Ms. Judy Martinez, Occupational Therapist, has requested \$451.00 for registration to attend the American Occupational Therapy Association Annual Conference in Boston, MA, from March 25-30, 2020. Updated research, education and intervention strategies are provided to participant and they will be shared with PAEC staff.

***Recommended Motion:***

**I move to approve the request to attend the out-of-state conference for Ms. Judy Martinez, from March 25-30, 2020, at a cost of \$451.00 for registration as presented.**

2. Dr. Michael Cermak, School Psychologist, has requested \$279.00 for registration to attend the National Association of School Psychologist Conference in Baltimore, MD, from February 18-21, 2020. Updated research, education and intervention strategies are provided to each participant and they will be shared with PAEC staff.

***Recommended Motion:***

**I move to approve the request to attend the Out-of-State Conference for Dr. Michael Cermak, from February 18-21, 2020, at a cost of \$279.00 for registration as presented.**

D. Retirement Resolution

There are three staff members that will be retiring in June 2024. Ms. Cathy Obradovich has been a Certified School Nurse since August 20, 1997, Ms. Susan Pelafas has been a Teacher since November 3, 1997 and Ms. Lucila Sanchez has been a Program Assistant since November 15, 1999.

***Recommended Motion:***

**I move to accept the Resolution for Retirement of Ms. Cathy Obradovich, Ms. Susan Pelafas, and Ms. Lucila Sanchez as presented.**

E. Employment/Resignations/Terminations

Employment:

Barbara Kimber, Program Assistant, PACE Elementary, effective 12/9/19

Niane Serrano, 1:1 aide, PAEC Elementary, effective 11/12/19

***Recommended Motion:***

**I move to approve the Employment of personnel as presented.**

Resignations:

David Armstrong, Program Assistant, PAEC Elementary, effective 11/20/19

Daisy Roman, 1:1 aide, PAEC EC, effective 11/26/19

***Recommended Motion:***

**I move to approve the Resignations of personnel as presented.**

Terminations:

Felicia Cook, Program Cook, PAEC Center, effective 11/12/19

Barbara Kimber, Perm Sub PA, PAEC Elementary, effective 12/6/19 (changing positions)

Nastasha Prunty-Arthur, Perm Sub PA, PAEC High School, effective 11/20/19

***Recommended Motion:***

**I move to approve the Terminations of personnel as presented.**

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

Our next Governing Board Meeting is scheduled for January 16, 2020.

XV. **BOARD CORRESPONDENCE**

None at this time

XVI. **ADJOURNMENT**

***Recommended Motion:***

**I move to adjourn the meeting at \_\_\_\_\_ PM for lack of further items to discuss.**