

PROVISO AREA FOR EXCEPTIONAL CHILDREN  
GOVERNING BOARD MEETING  
PAEC CENTER – 6:00 PM  
DECEMBER 21, 2017

AGENDA

I. ROLL CALL

II. AUDIENCE PARTICIPATION

III. APPROVAL OF GOVERNING BOARD MINUTES

*Recommended Motion:*

I move to approve the Governing Board Minutes of November 16, 2017 as presented.

IV. APPROVAL OF CONSENT AGENDA

*Recommended Motion:*

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

V. APPROVAL OF PAYROLL

Confirmation of payroll (excluding required employer deduction)

|                | <u>11/15/2017</u>   | <u>11/30/2017</u>   | <u>TOTAL</u>          |
|----------------|---------------------|---------------------|-----------------------|
| Education Fund | 503,145.55          | 503,887.98          | 1,007,033.53          |
| Building Fund  | 15,524.88           | 13,638.24           | 29,163.12             |
| <b>TOTALS</b>  | <b>\$518,670.43</b> | <b>\$517,526.22</b> | <b>\$1,036,196.65</b> |

*Recommended Motion:*

I move to approve Payroll as presented.

VI. APPROVAL OF BILLS

Information is attached

*Recommended Motion:*

I move to approve the Bills as presented.

VII. EXECUTIVE BOARD REPORT

The Superintendents or their representative from Districts 87, 88, 92, 93 and 209 were in attendance at the December 14, 2017 meeting. They reviewed and recommended approval of all items on the agenda.

VIII. DuPAGE/WEST COOK REPORT

Information is attached.

IX. COMMITTEE REPORTS

No reports at this time.

X. EXECUTIVE DIRECTOR'S REPORT

A. Program District Child Count Report

Information is attached.

B. Enrollment and Classroom Staffing Patterns

Information is attached.

C. Student/Staff Monthly Report

Information is attached.

D. Transition Reports

1. PAEC Therapeutic Day Elementary School – Information is attached.
2. PAEC Therapeutic Day High School – Information is attached.

E. Initial Referrals

Information is attached.

F. Police Reports

PAEC Therapeutic Day Elementary School – No police reports.  
PAEC Therapeutic Day High School – No police reports.

G. PAEC Activity Fund Summary

Information is attached.

H. Tenured Staff Recognition

Ms. Katie Alling, Teacher  
Ms. Christine Christianson, Teacher  
Ms. Bethany Kural, Teacher  
Mr. Nathan Marshall, Teacher  
Ms. Eileen Nystrom, Teacher  
Ms. Kelly Swindler, Teacher

I. PAEC Program Updates

**PAEC Business Office – Ms. Debbie Tryon, Business Manager**

IDEA grant amendments have been completed and approved for the remainder of the current fiscal year.

Ms. Tryon is working on setting up the mid-year cost sheet file and has begun gathering data for mid-year review of programs and services.

In preparation for PAEC bargaining unit negotiations that will start later in the fiscal year, the business office will begin getting copies of Member Districts bargaining unit contracts, salary schedules and preparing financial documents needed for negotiations.

Ms. Tryon will be compiling the results of PAEC's annual salary survey that was sent out in November to Member Districts. Results will be shared with both PAEC Boards and used to compute salaries for next year's budget.

Audit refunds for Member Districts are being entered into PAEC's cash flow and planned for distribution back to Member Districts beginning the first month of the calendar year. Applicable invoices for districts that owe PAEC money for last fiscal year will be sent out at that time also.

Annual Financial Reports for 2016/17 from Member Districts have been requested so cost sheet worksheets can be started for the end of the year.

ISBE lunch program auditor will be on-site on December 4<sup>th</sup> and December 5<sup>th</sup> conducting the audit of PAEC's lunch program.

Ms. Tryon has prepared estimated financial projections necessary to request a waiver to participate in the breakfast program for fiscal year 2018-19 and also the summer breakfast program for the summer of 2018. PAEC has requested and been granted waivers by West 40 to participate in these programs in past years.

**PAEC Early Childhood Program**

In the month of November the Early Childhood Program grew by 6 children in all 3 programs that are housed in PAEC Elementary.

The children had individual classroom celebrations for Thanksgiving instead of an all program meal this year.

We were able to have one child transition from our Cross Categorical Adaptive and one from our Autism class into one of our Cross Categorical classes due to their significant growth in adaptive and academic readiness skills. I am very proud of our students' progress and our staff's dedication to providing a quality education to the children in our program.

**PAEC Therapeutic Day Elementary School**

The month of November included continued focus on all academic areas. The students are half way through 2<sup>nd</sup> quarter and are continuing to make progress academically and behaviorally. The entire team is working diligently to continue to utilize more technology in daily instruction. The technology has also assisted us with making programmatic changes to benefit students. The changes included additional small groups to focus on skills students have not mastered and need individualized and or small group instruction to master.

The students attended a field trip to the Morton Arboretum and really enjoyed learning about trees, ecology, birds, and conservation. The student's also participated in various Thanksgiving and Veteran's Day projects and activities in observation of the Holidays.

We continue to collaborate with the districts to provide intervention support when needed.

There have been 9 occurrences of students in the Time Out Room and 7 brief occurrences of a student requiring time outside of the classroom. We continued to experience a decrease in the amount of students and time in the Time Out Room this month and everyone continues to focus on correcting the behavior and getting the students back into the classroom.

**PAEC Academy at St. Domitilla**

PAEC Academy has welcomed four new students this month. Our Student Council elections took place in the beginning of the month, electing the president and vice president of the Student Council. Student Council is now busy planning our activities for the school year.

Teachers are becoming familiar with the Fast Bridge progress monitoring program. They are also more comfortable with the new Power IEP program. For Reading we are continuing to use SRA Reading Mastery and Reading Street. My Math is the math program. All of the students are showing steady progress. Our 8<sup>th</sup> graders all passed the federal constitution test. We are very proud of them. Next, they will be working on the Illinois State Constitution.

The Bellwood Lions club has sponsored one of the Christmas trees in Berkeley. We were asked to decorate the tree. We chose sports as the theme for the tree. Each class has chosen a different sport and made ornaments for the tree. Each class walked down to the tree (about 2 blocks) and put on the decorations. Hot chocolate was provided for them when they returned.

**PAEC Center**

This month we had a Harvest Dance for the Elementary students on November 8<sup>th</sup> and for the High School students on November 1<sup>st</sup>.

Weekly training for Unique Learning System was put in place for those teachers who are new to Unique. The additional training has proven to be beneficial. Team Meetings are held once a month. These meetings have formed an alliance between the different programs and teachers are able to discuss specific issues relevant to their program.

Best Buddies monthly meeting was held at Fenwick High School. The students participated in sports, dancing, crafts and taffy apple making. They were also treated to a pizza party at the end of the evening. A good time was had by all.

There was a Baked Potato fundraiser which raised almost \$200 dollars for PAEC Center.

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

The PAEC Vocational Program at PAEC Center/East and the transition center are ready to start at a new job site after the winter break. The Transition program is proudly supporting fourteen students that are employed in the community. This includes students who have recently completed the Cross Categorical Transition Program. Many other students are continuing their training in volunteer positions that are teaching new skills and providing opportunities to learn. We are hoping to start at our volunteer sites as soon as we assign our students to the proper work sites.

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

#### Perfect Attendance/Honor Roll Breakfast

To celebrate the achievements of our first quarter students, the PAEC High School team wanted to show their appreciation for those students who made the honor roll and received perfect attendance during the first quarter. Sixteen students were taken out for breakfast to Denny's in Oak Park. This provides students the opportunity to socialize in a healthy and productive manner among both peers and staff.

#### MAP Testing

The implementation of the NWEA formative assessment has allowed the administrative team to deconstruct the data and identify opportunities for improved instructional outcome. Differentiated instruction is the target for our entire program moving into second semester. The review of data is important for our teachers and administrative team in order to meet the needs of students and to identify those skills required of our students to achieve.

#### Thanksgiving Luncheon

To celebrate and give thanks to our students, the PAEC High School staff served lunch and volunteered their time and efforts to promote family and unity. This was a festive event and students were appreciative of the Pre-Thanksgiving meal and activities.

#### Intervention Students

Mr. Walker reached out to Mr. Charlie Cooper to discuss the need for appropriate interventions and strategies to be used for high priority students. The goal for this select group of students is to create a learning environment conducive for social emotional in intellectual growth while meeting the students where they are.

### **PAEC Therapeutic Day High School Vocational Program**

The Hilton Hotel Training Program continues, we currently have 16 students participating twice a week on alternating days Monday through Thursday in four departments (culinary, housekeeping, engineering and house man). Additionally we have three students participating in work training at the Hilton afterschool until 4:15 pm.

Firehouse Subs also continues, we have three students attending; two at a time on alternating days four times per week for two hours. They are happy with our students and are still interested in adding an afternoon shift.

We are in discussion with Dunkin Donuts to develop a worksite. This is projected to be in place at the start of the 2<sup>nd</sup> semester.  
The PAEC Custodial Program has three students participating.

We currently have two students training with the PAEC lunch program.

We currently have twenty-two students utilizing the Apex Credit Recovery program to advance their graduation date either as a part of their course schedule or on their own.

Graduate updates: Ms. Pietrowski went with a 2013 graduate to Triton College for assistance with financial aid and admissions; he is hoping to begin January 2018 and continues to work at a factory in Franklin Park. A 2017 graduate updated her resume, she is not currently working as she is scheduled for surgery, though had been competitively employed since graduation. A 2013 graduate had some rough times since graduating but is now doing well and has enlisted in the US Army. A 2012 graduate working in Broadview as a machinist, has his own apartment and does volunteer work with Maywood Mentoring Program. A 2014 graduate recently released from prison is working with an adult service agency for employment. A 2013 graduate is successfully working at Walgreens pharmacy and living independently. A 2006 graduate found a new job and is doing well, saving for his own apartment.

### **PAEC Intervention Team**

District 87

#### Jefferson Primary School

Behavior support continues for a kindergarten student in regular education and a first grade student in a special education classroom. Both Behavior Coaches involved have reduced their support time because an additional PA was added to monitor both of the students. First Step Next (FSN) is being implemented with the younger student and there is noticeable improvement in behavior. The other student has also shown significant improvement but continues to require a level of behavior support. A third student, who received behavior support last year, is now receiving a few hours of Behavior Coach help in the form of assisting the teacher designing and implementing effective strategies in the classroom.

#### Sunnyside Intermediate School

A Behavior Coach has begun part time support for a student with challenging behaviors. Parent permission to allow the coach to do a limited amount of individual role playing was just obtained. A STOIC plan is being developed and will be implemented.

#### Whittier Primary School

Consultation is being provided to a first grade teacher and program assistant assigned to a student with an IEP and history of behavior issues. A clear operational plan is being developed and data collection is being restructured to better monitor changes in the student's behavior.

#### MacArthur Middle School

Goal setting/mentoring interventions are being implemented with 5 students by one male behavior coach. Students are seen at least once a week, with ongoing collaboration with teachers, support staff and administrators.

District 88

Grant Primary School

A First Step Next behavior coach has finished her "Maintenance work" with a kindergarten student that participated in the FSN research study last year as a PreK student. His teacher is implementing the FSN follow up plan designed to preserve behavioral gains made last school year and the student is doing very well.

Lincoln Primary School

Three behavior coaches are in three PreK classrooms that have students nominated for FSN interventions. Implementation has begun in one classroom where parent permission has been obtained. Parent permission is still being worked on in the other two classrooms.

Thurgood Marshall Elementary School

The First Step Behavior coach is providing half day classroom management support for a special education classroom for kindergarten and first grade students. A STOIC intervention plan for the classroom has been developed and is being implemented. Parent permission was obtained for one student to begin implementing FSN and that has just started.

McKinley Elementary School

A PAEC behavior coach has been providing classroom management coaching to a first grade teacher and a fourth grade teacher. At this point in the school year the coach has phased out of the first grade classroom and has reduced her time in the fourth grade classroom to a few half days a week. Using the CHAMPS approach to classroom management as a framework, she is helping the teacher sustain classroom strategies without as much direct support.

Roosevelt Middle School

Morning Behavior Coach support has been phased out in a special education classroom with 7<sup>th</sup> and 8<sup>th</sup> graders. Afternoon support is still in place. Data collection to monitor student behavior continues as well as regular meetings to provide feedback to staff. Compliance with classroom rules has definitely improved.

District 92

Lindop Elementary School

The kindergarten teacher has been independently implementing the FSN maintenance intervention plan with the student that was in the PreK intervention group last year. It has gone extremely well and very little coach support is necessary.

District 209

Proviso East and Proviso West High Schools

The new behavior interventionist at Proviso West has received training and support from the Assistant Principal and the previous interventionist. She now has a caseload of 13 students that she sees individually or in small groups.

The behavior interventionist at Proviso East has a caseload of 12 students that are underperforming academically. He has been meeting with students, their teachers and calling parents to help find ways to make the students more successful in school.

First Step – PreK Research Program

Participating PreK classrooms that were not selected as intervention classrooms last year, are now receiving FSN interventions this year. Last month, trainers from Oregon provided half day FSN trainings for 15 teachers in the PAEC cooperative. Currently there are Behavior Coaches in seven PreK or kindergarten classrooms doing whole class or individual interventions.

PAEC Academy

One Behavior Coach is assisting staff with a new sixth grade student who has been aggressive and resistive to his new placement.

**PAEC OT/PT Department**

We have purchased our items from the Container Store for reorganizing the PAEC EC OT/PT Office. The office is up and running. File cabinets and chairs will need to be planned for purchase in a future budget.

The AT team continues to work with District 87 to come up with appropriate apps to address educational needs for their struggling students. A 90 day trial is being established for Read & Write Google for the chrome books by District 87 with plans to begin after Winter Break.

Our AT Team & OT/PT Team has helped run the Wheelchair Clinic on November 8, 2017 at PAEC Center and the AT Team ran an Orthotic Clinic on November 29, 2017 with Gwen Blunk, an orthotist from Hanger Clinic at PAEC Center.

Two of our OT's attended the following in-service in November: Effective Interventions for Oppositional and Defiant Behaviors on November 9<sup>th</sup> in Arlington Heights and November 10<sup>th</sup> in Skokie by Ann-Louise T. Lockhart, Psy.D, ABPP, and one OT for Intervention Strategies for School Based Therapy in Schaumburg on December 5<sup>th</sup>. The OTs and PTs will be attending the Evolution of Mindfulness: Rediscovering your passion, personally, professionally, and socially in-service on December 7<sup>th</sup> at PAEC Center by Dr. Jinnie Cristerna.

The Lead OT/PT/AT attended the Safety Meeting on November 2<sup>nd</sup>, the Management Meeting on November 17<sup>th</sup> and the RETA Safety Meeting on November 15<sup>th</sup>.

On November 30<sup>th</sup>, the Lead OT/PT met with Dr. Ashley Stoffel, Clinical Associate Professor at UIC Department of Occupational Therapy, to do a site visit for upcoming OT students.

We are beginning our department projects for this school year.

AT Team attended the Infinitic West Coalition meeting on November 15<sup>th</sup> at CASE.

The OT/PT Department attended a staff meeting on November 16<sup>th</sup> at PAEC Center.

**PAEC Psychologist Department**

Psychologist Dayle Ashley-Harding is providing ongoing support for Fastbridge implementation to all of Hillside School and PAEC sponsored programs.

Psychologist Dayle Ashley-Harding attended a two day training session to become an accredited school psychologist intern supervisor trainer through Loyola University.

Psychologists Dayle Ashley-Harding, Emily Adelson and Jen Orrico are benchmarking PAEC transition students on Fastbridge. The oral reading fluency measure is being administered and teachers will progress monitor students every 2 weeks.

Emily Adelson returned from FMLA on November 15, 2017. She is assigned to PAEC Center and PAEC Academy and will resume Data Coordinator's duties.

Bilingual psychologist Mallory Miller is implementing a Building Champions 4<sup>th</sup> boys group, which focuses on behavioral expectations, including respect, integrity, and accountability. The intervention group meets on a weekly basis.

Psychologist Treavon Burton is implementing two SEL intervention groups at Northlake Middle School. The 6<sup>th</sup> and 8<sup>th</sup> grade groups focus on anger management and behavioral expectations and meet on a weekly basis.

Psychologist Jen Orrico is facilitating a Student Empowerment group for 3<sup>rd</sup> and 4<sup>th</sup> grade students at Sunnyside Intermediate, focusing on organizational skills. The group meets weekly.

Psychologist Michael Cermak is implementing SEL groups on anger management, self-management and social skills for 7<sup>th</sup> and 8<sup>th</sup> grade boys. Mr. Cermak, the school social worker and school counselor provided a presentation for teachers on behavior expectations.

### **PAEC Social Work Department**

The PAEC School Social Workers will be overseeing the December 1, 2017 Erin's Law Student Assembly with presenter Mr. Victor Paccini. Following each presentation, the PAEC School Social Workers and the Transitional Therapist (Mr. Joseph Vasilevski, LCPC) will be available to speak with any identified students who may need debriefing. If further assessment is needed, the Leyden SASS Team Lead Clinician (Ms. Rocio Reyes) will have SASS workers available to assist. Additionally, parent/guardian will be notified and given contact information on the Proviso Children's Advocacy Center (Broadview, IL) who provide skilled response to allegations of sexual abuse toward children & adolescents, which may include coordinating efforts with local law enforcement and DCFS. Any additional requests for resources will be directed to the Network of Care Coordinator, Ms. Jill Dolan, LCSW.

The PAEC School Social Workers at PAEC High School Therapeutic Day School continue to facilitate weekly student social skills classroom groups. Topics covered this month include: Giving and Receiving Compliments; Managing Anxiety; Sexual Harassment; Healthy Relationships; Making the Connection between Education and Investigating your Options for the Future; Building Rapport with Others; Starting a Conversation and Listening Skills; Choices Made and the Impact Upon Your Life; Peacefully Resolving Disputes with Peers; and Accepting/Understanding Your Emotions.

Ms. Lisa Allen (PAEC School Social Worker-Northlake Middle School/Dist. 87) has been involved in facilitating the Northlake School Chess Club on Fridays, for the purpose of assisting Northlake Students in developing greater self-confidence and to increase their ability to think logically and strategically. Additionally, Ms. Allen is facilitating the Northlake School's Annual Neediest Children's Fund. Raffles will be held and participants who donate to the cause will have an opportunity to win one of the following prizes: Tickets to Bulls Game (\$320 value), A Round of Golf at the Oakbrook Gold Club (\$250 value) and a variety of restaurant gift cards. Ms. Allen was very instrumental in working with Northlake Middle School administration & staff in procuring raffle prizes.

Ms. Kathy Haritos (PAEC School Social Worker-Sunnyside School/Dist. 87) is currently an active member of the Dist. 87 SEL Task Force Planning Committee. This SEL Task Force Committee meets approximately twice a month to discuss a Universal SEL Curriculum that is to be taught by the Sunnyside School teachers. Additionally, Ms. Haritos planned, prepared and facilitated an all staff self-care event that took place during an after-school staff meeting. This self-care event occurred in the school library which was turned into a spa sanctuary, which included a comfy surrounding of soft music, scented candles, guided mindfulness meditation, and various edible treats for the Dist. 87 staff to enjoy, just prior to the staff meeting. Additionally, Ms. Haritos continues to facilitate the Calm Classroom curriculum in all the classrooms at Sunnyside School.



Ms. Jill Collins and Mr. Saumil Patel (PAEC School Social Workers-PAEC Center School) have been involved in the following initiatives at PAEC Center School:

- Coach Special Olympics Basketball
- Assisted with completing Special Olympics registration
- Collected Buona Beef Fundraiser Orders for Special Olympics
- Currently organizing holiday support for families, for both Thanksgiving & Christmas
- Currently organizing Special Olympics Soccer (i.e., coaches, teams, etc.)
- Coordinating/planning parent resource/educational presentations

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

The S/L Department will be hosting, Dr. Jinnie Cristerna, LCSW, on December 7, 2017. Dr. Cristerna will be presenting on the Evolution of Mindfulness: Rediscovering your Passion Personally, Professionally, and Socially. The OT/PT/SW/Psychology departments have been invited to attend. The event is being provided to our department from one of our agency partners, RCM Health Care.

PAEC will be hosting the Northern Illinois SLP Coordinators Group on Friday, December 1, 2017. SLP Coordinators from the area come together to discuss issues impacting school based SLPs and share resources and ideas.

The S/L Department will be hosting Michelle Retzlaff, from Saltillo, to provide training on Chat Editor on Friday, December 15, 2017.

The S/L Department welcomed Sue Binder, SLP, to cover in District 87, at MacArthur Middle School and Jefferson Primary, 3.5 days per week.

The lead SLP is currently looking for an SLP to cover Sarah Williamson's maternity leave at District 88. Ms. Williamson's will be on leave from late December until after spring break.

### **PAEC Special Olympics**

Basketball is in full swing and we have begun our season. The Pacers and the Bulldogs began the season with games against Downers Grove High School with both teams coming away with wins. The Pacers won 32-26 and the Bulldogs won 48-30 on November 14<sup>th</sup>. The Lady Pacers played the Proviso Alumni on November 20<sup>th</sup>, playing a very competitive game but losing 10-18. The Pacers and Bulldogs also had a game on November 30<sup>th</sup> vs. Oak Park River Forest High School again winning both games. Pacers won 51-28 and the Bulldogs won on a buzzer beater 35-33. We hope to keep the winning and fun going.

The Tigers & Tigers 2 have been working hard in practice getting ready for all their games. The Tigers 2 had their first game on November 13<sup>th</sup>, winning against Enger School 37-20.

The individual skills group has been working hard preparing for the tournament on December 10<sup>th</sup> at Highland Park High School. We look forward to a great showing!

### **PAEC HOTSTUFF**

HOTSTUFF is off to a great start. We have 30 students enrolled in the HOTSTUFF After School Program.

Our Annual Trim a Tree was November 18, 2017. A big thank you to First Student for donating a bus for our Trim- A-Tree Event. The HOTSTUFF Program staff and students made each ornament for our tree. Ten elves came out in the nasty bone chilling weather to decorate our tree that represents PAEC's HOTSTUFF Program.

Our 11<sup>th</sup> Annual Toy Drive will be held on December 11, 2017 at the American Legion Hall. We have a cooperate sponsor; Cintas, located in St Charles. The toy drive is also sponsored by many of the community members from the Proviso Township area.

We will have our annual Winter Fest on December 14, 2017. Our new Santa volunteer will be psychologist, Treavon Burton. He is even bringing his very own elf.

**XI. UNFINISHED BUSINESS**

None at this time

**XII. NEW BUSINESS**

**A. Staff Request**

1. One-on-One Program Assistant

District 87 has requested to employ two One-on-One Program Assistants for the remainder of the 2017-18 school year in order to assist two students. One student has cognitive impairment disability and the other student has severe behavioral issues.

***Recommended Motion:***

**I move to approve the request from District 87 to employ two One-on-One Program Assistants for the remainder of the 2017-18 school year to assist two students. One student has cognitive impairment disability and the other student has severe behavioral issues as presented.**

2. Occupational Therapy Department

PAEC is requesting an increase of 0.45 FTE in the Occupational Therapy Department at this time due to an increase in students and minutes of service.

***Recommended Motion:***

**I move to approve the request from PAEC to go up 0.45 FTE in the Occupational Therapy Department at this time due to an increase in students and minutes of service as presented.**

**B. FMLA Request**

1. Mr. Isaul Castillo

Mr. Castillo, Vocational Coordinator at PAEC Transition, has requested a leave under FMLA beginning December 8, 2017 through December 18, 2017, due to medical reasons. Mr. Castillo will be using his accrued sick days during this leave.

***Recommended Motion:***

**I move to approve a leave request under FMLA for Mr. Isaul Castillo, beginning December 8, 2017 through December 18, 2017, due to medical reasons. Mr. Castillo will be using his accrued sick days during this leave as presented.**

2. Ms. Denise D'Hooge

Ms. D'Hooge, Teacher at PAEC Academy, has requested a leave under FMLA beginning January 8, 2018 through January 26, 2018, due to medical reasons. Ms. D'Hooge will be using her accrued sick days during this leave.

***Recommended Motion:***

**I move to approve a leave request under FMLA for Ms. Denise D'Hooge, beginning January 8, 2018 through January 26, 2018, due to medical reasons. Ms. D'Hooge will be using her accrued sick days during this leave as presented.**

3. Mrs. Christina DePasquale-Stehn

Mrs. DePasquale-Stehn, Teacher at PAEC Elementary, has requested a leave under FMLA beginning December 18, 2017 through April 9, 2018, due to the birth of her child. Mrs. DePasquale-Stehn will be using her accrued sick and personal days during this leave.

***Recommended Motion:***

**I move to approve a leave request under FMLA for Mrs. Christina DePasquale-Stehn, beginning December 18, 2017 through April 9, 2018, due to the birth of her child. Mrs. DePasquale-Stehn will be using her accrued sick and personal days during this leave as presented.**

4. Mr. John DeStefano  
Mr. DeStefano, Program Assistant at PAEC Center, has requested a leave under FMLA beginning November 14, 2017 through date unknown, due to medical reasons. Mr. DeStefano will be using his accrued sick days during this leave.

***Recommended Motion:***

**I move to approve a leave request under FMLA for Mr. John DeStefano, beginning November 14, 2017 through date unknown due to medical reasons. Mr. DeStefano will be using his accrued sick days during this leave as presented.**

5. Ms. Stella Ginley  
Ms. Ginley, Teacher at PAEC High School, has requested a leave under FMLA beginning April 3, 2018 through May 23, 2018, due to the birth of her child. Ms. Ginley will be using her accrued sick days during this leave.

***Recommended Motion:***

**I move to approve a leave request under FMLA for Ms. Stella Ginley, beginning April 3, 2018 through May 23, 2018, due to the birth of her child. Ms. Ginley will be using her accrued sick days during this leave as presented.**

6. Ms. Paula Parat  
Ms. Paula Parat, Teacher at PAEC Center, has requested an Intermittent leave under FMLA beginning December 11, 2017 through date unknown, due to medical issues of a family member. Ms. Parat will be using her accrued sick days during this leave.

***Recommended Motion:***

**I move to approve an Intermittent leave request under FMLA for Ms. Paula Parat, beginning December 11, 2017 through date unknown, due to medical issues of a family member. Ms. Parat will be using her accrued sick days during this leave as presented.**

C. FY'18-19 Proposed Budget Calendar

The proposed FY '18-19 Budget Calendar is attached for your review and approval to adopt.

***Recommended Motion:***

**I move to approve and adopt the proposed FY'18-19 Budget Calendar as presented.**

D. Employment/Resignations/Terminations

Employment:

Patricia Altieri, 1:1 Program Assistant, PAEC Center, \$12,974, effective 11/15/17-6/6/18  
Constance Johnson, Perm Sub PA, PAEC Academy, \$13,964, effective 11/1/17 – 6/6/18  
Barbara Kimber, Program Assistant, District 87, \$14,692, effective 11/13/17 – 6/8/18  
Adriana Segovia, 1:1 Program Assistant, PAEC High School, \$13,524, effective 11/7/17 – 6/6/18  
Darryl Washington-Hardy, Perm Sub PA, PAEC High School, \$14,184, effective 10/30/17 - 6/6/18

***Recommended Motion:***

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

Resignations: There were none

***Recommended Motion:***

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

Terminations: There were none

***Recommended Motion:***

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

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

The next Governing Board Meeting is scheduled for January 18, 2018.

XIV. BOARD CORRESPONDENCE

None at this time

XV. CLOSED SESSION

Copies of the Closed Session Minutes which are withheld from public review will be provided to you prior to the meeting.

*Recommended Motion:*

I move to convene into Closed Session at \_\_\_\_\_ PM under section 2 (c)(1) of the Open Meetings Act to discuss appointment, employment, compensation, discipline, performance or dismissal of specific employees; and under section 2(c)(21) discussion of Minutes of prior meetings lawfully closed under the Open Meetings Act, for the purpose of review, approval or release of such Minutes as presented.

*Recommended Motion:*

I move to return to Open Session at \_\_\_\_\_ PM.

*Recommended Motion:*

I move to (approve to release for public review [or] continue to withhold) the Closed Session Minutes of May 31, 1994, September 12, 1995, November 12, 1997, December 9, 1997, February 10, 1998, April 14, 1998, May 12, 1998, June 9, 1998, July 9, 1998, October 13, 1998, April 12, 1999, June 29, 1999, September 14, 1999, October 12, 1999, November 18, 1999, January 11, 2000, March 14, 2000, April 11, 2000, May 9, 2000, September 12, 2000, October 10, 2000, December 12, 2000 (Part I), March 13, 2001, July 10, 2001, August 14, 2001, March 12, 2002, April 1, 2002, April 11, 2002, April 26, 2002, June 11, 2002, August 13, 2002, September 10, 2002, October 8, 2002, February 11, 2003, April 15, 2003, April 23, 2003, June 16, 2003, September 19, 2005, August 8, 2006, November 14, 2006, January 9, 2007, April 10, 2007, November 13, 2007, December 11, 2007, January 13, 2009, February 17, 2009, March 24, 2009, April 14, 2009, June 25, 2009, August 11, 2009, October 13, 2009, March 9, 2010, April 13, 2010, May 11, 2010, July 13, 2010, June 12, 2012, June 26, 2012, December 11, 2012, January 8, 2013, April 9, 2013, August 13, 2013, October 16, 2014, March 19, 2015, September 17, 2015, November 19, 2015, January 21, 2016, March 17, 2016, April 21, 2016, August 18, 2016, November 17, 2016, December 15, 2016, January 19, 2017, and February 16, 2017 as presented.

XVI. ADJOURNMENT

*Recommended Motion:*

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