

PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 6:00 PM
MARCH 21, 2019
AGENDA

I. ROLL CALL

II. AUDIENCE PARTICIPATION

III. APPROVAL OF GOVERNING BOARD MINUTES

Recommended Motion:

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

IV. CLOSED SESSION

Members received a copy of the Closed Session Minutes of December 20, 2018 and January 17, 2019, for their review prior to the meeting.

Recommended Motion:

I move to approve the Closed Session Minutes of December 20, 2018 and January 17, 2019 and to release for public review or withhold from public review as presented.

Recommended Motion:

I move to convene into Closed Session at _____ p.m. under Section 2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Governing Board, and Section 2(c)(2) to discuss collective negotiating matters between the Governing Board and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees as presented.

V. APPROVAL OF CONSENT AGENDA

Recommended Motion:

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

VI. APPROVAL OF PAYROLL

Confirmation of payroll (excluding required employer deduction)

	<u>2/15/2019</u>	<u>2/28/2019</u>	<u>TOTAL</u>
Education Fund	489,016.14	491,060.66	980,076.80
Building Fund	14,351.41	13,967.36	28,318.77
TOTALS	\$503,367.55	\$505,028.02	\$1,008,395.57

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 March 21, 2019. Those present included: Dr. Terri Bresnahan and Ms. Nicole Spatafore from District 87, Mr. Evan Whitehead from District 92, Dr. Kevin Suchinski from District 93, and Mrs. Vanessa Schmitt from District 209. They reviewed and recommended approval of all the items on the agenda.

IX. DuPAGE/WEST COOK REPORT

No reports at this time.

X. **COMMITTEE REPORTS**

No reports at this time.

XI. **EXECUTIVE DIRECTOR'S REPORT**

A. Current Programs District Child Count Report

Information is attached.

B. Current Enrollment and Classroom Staffing Patterns

Information is attached.

C. Current Student/Staff Monthly Report

Information is attached.

D. Projected 2018-19 District Child Count

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 Graduation Dates

You are invited to attend the PAEC Graduation ceremonies as listed below.

PAEC Center Elementary – May 16, 2019 at 1:00 PM at PAEC Center

PAEC Center High School – May 15, 2019 at 1:00 PM at PAEC Center

PAEC Transition – May 14, 2019 at 1:00 PM at PAEC Center

PAEC Elementary – May 30, 2019 at 6:00 PM at PAEC Elementary

PAEC Academy – May 28, 2019 at 6:00 PM at St. Domitila

PAEC High School – May 15, 2019 at 6:00 at PAEC High School

J. PAEC Program Updates

PAEC Business Office – Ms. Debbie Tryon, Business Manager

Ms. Tryon has completed her work on mid-year review of all programs and service areas.

Billing to Member Districts will change beginning with the month of April through June of

2019. Copies of the mid-year cost sheets, notes and billing summaries will be sent

electronically to Superintendents and Business Officials in March.

Some members of the business office will again be out of the office the week of March 11th through the 15th with Infinite Visions Software Training. The business office is hard at work setting up data and documents in our live data.

Out of district billing is being prepared for the two students from Forest Park District 91 who are attending PAEC programs.

Ms. Tryon is beginning to gather data and analyze accounts in preparation of the 2019-20 PAEC budget.

The final IDEA Flow Thru grant amendment will be worked on due to staff changes in the business office of staff whose salary and benefits are in the grant.

Ms. Tryon has requested from Preferred Meals the price increase for extending PAEC's current contract for lunches for the 2019-20 school year.

Payroll and A/P staff changes at PAEC include Pat Carter (our current Accounts Payable Coordinator and Payroll backup) will be assuming the duties of Coordinator of Payroll and Benefits. Gloria Reichert (our current Accounts Receivable and Lunch Program Coordinator) will assume the duties of Accounts Payable, Accounts Receivable and Purchasing Coordinator. We will be posting the position of Lunch Program Coordinator. We also have a payroll temporary worker from Accountemps who is assisting with payroll computation and preparation during the transition of staff and the transition from one financial software program to a new financial software program.

PAEC is participating in the SELF Workers Compensation Grant Program this fiscal year, and has purchased a new auto-scrubber for buildings and grounds. We will be reimbursed \$1,250.00 of the cost of \$4,295.00 from the grant program.

PAEC Early Childhood Program

The Early Childhood program had a very busy February, full of meetings and testing of new and current students. Our children continue to make progress in all areas. Our current enrollment is at 63 from all the 5 EC classes, this number is down from this time last year by more than 7 students. Our enrollment was over 70 students and the referrals were coming in from early intervention, parent referrals, and from the district screenings. However, at this time we are testing but at a slower rate because our referrals are mainly from early intervention and parent requests. We expect the upcoming District 87 screenings will help identify some children that are in need of special education services.

PAEC Therapeutic Day Elementary School

February was an engaging and busy month. The students participated in various Black History Month projects including making a classroom door to display what they learned. The student's read books, did reports, watch historical videos, and movies. The students were very excited to learn about historical figures who have shaped history.

The students continue to participate in various math and reading interventions, which are improving both FastBridge Reading and Math scores. The student's data continuous to be analyzed to assess the gaps in learning that exist and interventions implemented.

Classroom teachers and the Computer teacher are collaborating to work on projects as well as keyboarding skills.

The students' weekly participation in activity night and the CAEL sports program continues to be a tremendous behavior incentive. We have experienced a noticeable increase in the number of students who are enjoying both activities. The students are also working on acquiring positive behavior tiger paws for being caught following expectations.

PAEC Academy at St. Domitilla

PAEC Academy students have completed their winter benchmarking on the FastBridge program. All students taking the Access Test have also completed their tests. We are now working toward preparation for the IAR and DLM state tests that will begin in March. Staff observations and evaluations are going well and will be completed before Spring Break.

PAEC Center

The month of February celebrated President's Day, Valentine's Day and Black History.

A Winter Wonderfest was held in the morning of February 6th. The High School classes hosted the Elementary School by providing quick, simple games in the classroom such as Pin the Nose on the Snowman and Snowman Bowling. The High School students were requested to help the Elementary compete in the games. It was a great bridging activity and all the students had a great time.

During our all day in-service, eight of our employees took the CPI training course. We also had team building activities, team meetings and DLM training. For those not participating in specific activities, a movie "Paper Tigers" was shown.

ACCESS testing was completed and we are preparing for DLM testing.

On February 14th, the classrooms celebrated Valentine's Day.

On February 27th, the Black History Fair was held in the PAEC Center gym. All of the students housed in PAEC Center as well as the Transition building created a board representing a famous African American figure focusing on the Fine Arts genre. These were displayed in the gym and each of the classrooms were invited to walk around and see what the other classrooms had created.

At Proviso East, the three classrooms decorated the meeting room with poster boards of famous African Americans. Additionally, each student stood and gave an oral presentation about their famous figure. All of the students worked hard and their efforts were evident.

PAEC Center Vocational Program/Transition Program

We currently have nine students with competitive jobs. The students continue to work on their resumes and interview skills. There were a few interviews this month and we hope to report more competitive jobs were acquired in the upcoming months.

The vocational program at PAEC Center continues to be busy, with students cleaning the halls, emptying garbage, recycling and running a school store.

PAEC Therapeutic Day High School

The staff and students of PAEC High School did a wonderful job celebrating Black History Month. The door decorations were both creative and eclectic. Our students took a great deal of pride and ownership in demonstrating their knowledge and respect for Black History.

We are in the process of developing a transition program for the 2019-20 academic year. For the program to be successful, we have an interest in hiring 1-2 additional job coaches for the program with a lead teacher. The program will be housed at PAEC High School. We will look to recruit students that would benefit from programs and supports geared toward supported employment, college, and career development.

The PAEC students and staff will participate in their Annual Black History Luncheon scheduled for Thursday, February 28th. The luncheon will be catered by our amazing PAEC High School Staff. Any student and staff that participated in the Black History Door Decoration Contest is eligible to attend the event.

PAEC Therapeutic Day High School Vocational Program

We have a total of 20 students participating in our various work programs:

Hilton Program AM – 10 students (each participating 2 days)

Fire House Subs AM – 3 students (each participating 2 days)

Leadership Program on PAEC Campus – 11 students (5 are 4 days, 6 are 2 days)

Hilton Program PM (with stipend) – 2 students

Custodial Program PM (with stipend) – 3 students

Lunch Program (with stipend) – 2 students

Mr. Loving provides students seeking employment with job leads.

Ms. Pietrowski is working with new students to complete their transition planning questionnaire and interview.

Ms. Pietrowski meets with seniors working on post-secondary education goals.

We currently have 26 students utilizing the Apex Credit Recovery program to advance their graduation date either as a part of their course schedule or on their own. So far this school year we have had 44 completed classes! The students are making great progress on reaching their goals.

Upcoming Events

March 1st - Placement Test at Triton College for interested students

April 9th - SAT Testing begins

PAEC Intervention Team

District 87

Jefferson Primary School

Two Behavior Coaches are implementing First Step Next (FSN) in two different classrooms. One of the coaches assists in another classroom during centers time in the morning, and the other, fulltime, acts as a floater to assist teachers and staff with behavior situations.

Riley Intermediate School

Consultation is being provided to the school team on supporting a teacher who is new to the district. A STOIC plan has been developed and is in the process of being implemented.

Sunnyside Intermediate School

Behavior support for a student with an IEP has been decreased to a once a week check in with student and teacher. Another coach is assisting a teacher with improving class-wide behavior and implementing specific strategies with two challenging students.

Whittier Primary School

Behavior support for a student has been discontinued at the request of the parent and the school team. Eligibility for special education services is still actively being considered.

MacArthur Middle School

Consultation is being provided to a team in developing support strategies for an inexperienced teacher. A student is receiving twice a week mentoring sessions from a Behavior Coach. Teacher and staff report that the student is responding very well to the intervention.

District 88

Grant Primary School

A student has been teacher nominated for FSN implementation because of unsafe behaviors. We have not received parent permission yet to implement with the student, but a Coach has begun whole class role-playing of behavior expectations.

Grant Elementary School

Behavior coaching for a new teacher has been discontinued at administration's request.

Lincoln Primary School

Whole class FSN strategies are being taught by a Coach to the teacher and TA in a classroom with two very challenging students.

Lincoln Elementary School

A PAEC Behavior Coach has been providing support 2-3 half days a week, to a student. After initial behavior improvement, there has been some behavior regression. It was decided to obtain parent permission to implement FSN. Permission was received and FSN is now being implemented.

McKinley Elementary School

A Behavior Coach has been helping a teacher implement a First Step Next Maintenance plan for a student with physically aggressive behavior. This Coach is out on medical leave, but will resume monitoring the plan and the student's progress when she returns.

District 92

Lindop Elementary School

A student that has received behavior support the last two years, continues to be monitored and the Behavior Coach that works with the student consults with the school's team as needed.

District 209

Proviso High Schools

One of the Interventionists at West has begun using 'behavior report cards' for 8 students that are seen on a daily basis. Effectiveness of this progress-monitoring tool requires more time to assess results. Both interventionists are active in collaborating with the Deans to conduct conflict resolution sessions with students as well as peer mediation meetings. These strategies are reported to be effective with the majority of student meetings.

PAEC OT/PT Department

The AT Team continues to conduct SETT meetings. This past month meetings were held for students in the PAEC programs.

The AT Team attended a staff meeting on February 6, 2019.

We had two representatives from Inspired by Drive come to PAEC Center for an equipment demonstration of their products on February 6, 2019.

We had our monthly OT/PT Departmental meeting on February 7, 2019.

On February 8th and 9th, we had a PT attend the Handling Intensive to Improve Core Stability towards Functional Skills at Shenandoah University in Leesburg, VA. The presenter was Ms. Jane Styer-Acevedo, PT, DPT, CNDT.

On February 15th, we had CPR and First Aid training at PAEC Center for related staff including nursing.

AT Team SLP provided training and support in regards to Communication: What Words and When to Use Them to the PAEC EC teams on February 15, 2019.

On February 22nd, we had PTs attend Children with ADHD and Self-Regulation Challenges (no medical intervention) in Naperville, IL. Presenter was Ms. Colleen Williams, PT.

On February 26th, we had PTs attend Beyond 90/90/90: Developing and Supporting Seating and Positioning for Task Engagement and Task Performance through Infinitec at the Greenbelt Cultural Center, presenter was Ms. Karen Kangas.

Our AT Team & OT/PT Team has helped run the Wheelchair Clinic on February 13th at PAEC Center and the AT Team ran an Orthotic Clinic on February 27th, with Ms. Gwen Blunk, an orthotist from Hanger Clinic at PAEC Center.

The Lead OT/PT/AT attended the Safety meeting on February 20th at PAEC Center.

On February 22nd, our AT Team provided a brief overview to the PAEC Academy Program on Google Read & Write during the Late Start day.

On February 25th, our OT/PT Department along with Administration attended a webinar on Learning Without Tears Keyboarding program at PAEC Center.

We are completing the B5 OT office closet with the Elfa system, which houses the testing protocols.

PAEC Psychologist Department

Psychologist/Data Management Coordinator, Mrs. Emily Adelson and Hillside/PAEC Early Childhood Psychologist, Mrs. Dayle Ashley-Harding, met with PAEC Center Principal, Mrs. Kimberly Baratta, along with the PAEC Transition Teachers housed at Proviso East High School to review the results of the winter FastBridge benchmarking data.

At MMS, Psychologist, Dr. Michael Cermak, along with his Psychology Practicum Student, Ms. Emily Crook, facilitates the following 7th grade boys groups on a weekly basis: group on self-esteem (6 students); group on anger management/emotional regulation (7 students); social lunch group (5 students).

At Hillside School, Psychologist, Mrs. Dayle Ashley-Harding and Psychologist Intern Ms. Nana Oware-Asamoah are compiling and tracking the Check-In Check-Out data for students receiving the intervention. Data is shared with administrators on a regular basis. Mrs. Ashley-Harding also facilitated the schoolwide winter FastBridge assessment at Hillside School. She recruited several school psychology graduate students from Loyola to assist with the assessment.

At Jefferson Primary in District 87, Bilingual Psychologist, Ms. Stephanie Rosas is coordinating with Whittier Primary Bilingual Psychologist Mrs. Paola Bonet-Gonzalez and Lead Bilingual Teacher Ms. Taylor, to implement the Estrellita intervention in bilingual classrooms.

At Sunnyside Intermediate in District 87, Psychologist Ms. Jen Orrico has entered all intervention students in STAR for progress monitoring. She also enters goals for all students at Sunnyside in the STAR intervention.

At Riley Intermediate School, Psychologist Mrs. Emily Adelson, provides direct Tier III academic interventions with 2 separate 4th grade students.

At Northlake Intermediate School in District 87, Mrs. Emily Adelson meets with the 6th grade team to problem solve behavioral concerns regarding individual students outside of the PST team.

Psychologists, Mrs. Emily Adelson and Mr. Treavon Burton, attended the Illinois School Psychologists' Association (ISPA) annual conference in Springfield the week of January 28th. They will share information at the next psychologists' meeting.

MMS Psychologist, Dr. Michael Cermak, attended the National Association of School Psychologists (NASP) conference in Atlanta, Georgia. He gave a presentation on the McKinney-Vento Act, which addresses homelessness for students and families.

PAEC Social Work Department

Ms. Monette Carlos, L.C.S.W. (PAEC Early Childhood Program) is currently facilitating the following:

-Ms. Carlos is currently taking a 10 week online Pre-School Mindfulness Training Course, which provides a classroom curriculum, which she intends to use to provide training to the teachers in the PAEC Early Childhood Program.

-Ms. Carlos attended the Play Therapy Conference on February 21 & 22, 2019. The main focus of this particular conference was "Eye Movement Desensitization and Reprocessing" EMDR (an integrative psychotherapy approach that has been extensively researched and proven effective for the treatment of trauma).

-During the Early Childhood Social Work Groups, Ms. Carlos has been focusing on assisting students with identifying their feelings and she has been incorporating mindfulness techniques in her lessons, as well.

-On February 25th, a district 88 School Social Worker came to the PAEC Early Childhood Program to shadow Ms. Carlos on how to complete a Transdisciplinary Play-Based Assessment (TPBA) and to observe Ms. Carlos's social work groups in the Autism Classroom.

-Ms. Carlos has started to complete progress outcomes for the state, using the new assessment for outcomes called the Desired Results Developmental Profile (DRDP). The purpose of the DRDP is to inform and support the curricular and programming decisions made by the early childhood teachers. Ms. Carlos will be supporting the teachers on how to use the tool during team meetings.

Ms. Lindsey Holsten, L.C.S.W. and Mr. Michael Irgang, M.S.W. (PAEC Elementary School) are currently facilitating the following:

-Mr. Irgang and Ms. Holsten have been covering the following topics in their social work groups: Peer Mediation, Anger Management, Mindfulness, Conflict Resolution & Problems Solving Skills.

-Ms. Holsten and Mr. Irgang have been assisting the students in making morning announcements with Black History facts of the day.

-Mr. Irgang and Ms. Holsten facilitated the PAEC Elementary School 3 week Fundraising Event "Spare Change". During this fundraiser, students were asked to bring in spare change for 3 weeks. At the end of the three weeks, the classroom with the most "spare change", collected will receive a food incentive, a free gym period, and a movie day. All spare change collected will be placed into the PAEC Elementary School Activity Fund.

-Ms. Holsten and Mr. Irgang initiated and facilitated Black History Presentations in their social work groups, whereby middle school students chose a black person of interest and completed a 5-slide power point including pictures and information on their person of choice. Students were given the opportunity to present their work to the class.

Ms. Hannah McCarthy, M.S.W. (Proviso East High School) is currently facilitating the following topics in her school social work groups: Being Proactive; Goal Setting & Planning Ahead; Prioritizing & Organizing to reach Our Goals; Generating a Positive Outlook; Active Listening vs. Passive Listening; Working collaboratively with others; and Self-Care.

Ms. Lisa Allen, L.C.S.W., Mr. Christopher Hofer, L.C.S.W., Ms. Dana Gutmann, L.C.S.W., and Ms. Lisa Pirrello, L.C.S.W., (PAEC Therapeutic Day High School) are involved in facilitating weekly individual and/or small group sessions on the following topics: Maintaining Positive Relationships with classroom peers; Analyzing Factors that Create Stress/Anxiety in One's Life; Responsible Decision Making Skills; Developing Effective Communication Skills and Self-Advocacy.

Mr. Saumil Patel, M.S.W. and Ms. Jill Collins, M.S.W. (PAEC Center) are currently facilitating the following topics in their school social work groups: Identifying Emotions; Developing Self-Management Skills; Basic Social Skills; Beginning/Ending Conversations with Others; Recognizing External Supports; Using Effective Social Skills and Communication Skills to interact with Others; Decision Making Skills and Developing Self-Awareness Skills.

Ms. Lisa Pirrello, L.C.S.W. (PAEC Lead School Social Worker) has arranged for Ms. Tandra Rutledge of Riveredge Hospital to come to PAEC on Friday, March 15, 2019, to do a presentation for the staff on "Suicide Education and Prevention".

Additionally, the PAEC School Social Work In-Service Committee has arranged for Ms. Gayle Christensen, to do a presentation on "Sunshine Circles", on Friday, March 15, 2019.

Ms. Pirrello has arranged for Mr. Phil Schneeberger, CADC, NCRS, from the Wayback Inn, to be at the PAEC Therapeutic Day High School during the weeks of February 25th through March 1st and March 5th through March 8th, to continue his informative classroom presentations on drug use, abuse and addictions. Topics he will be covering are: Club Drugs & Psychedelics and Gambling.

Ms. Pirrello, as acting president, will be chairing the Illinois School Social Work Supervisors & Coordinators Council's (ISSW-SCC) Spring Meeting and Workshop at Katherine Legge Memorial Lodge in Hinsdale, IL on Friday, March 1, 2019. Mr. Joseph Monahan of the Monahan Law Group, LLC, will be doing a presentation on "Current Laws, Legal Dilemmas & Ethical Responsibilities in School Social Work Practice."

PAEC Speech/Language Department

The Speech/Language and OT/PT departments hosted Mr. Gary Watkins to train our staff on American Red Cross CPR/First Aid on Friday, February 15th. Certification will last for 2 years.

On Friday, March 15th the Speech Language department has a busy day of inservices and meetings. The following activities are scheduled:

- 10:30 -11:30 - The cycle of goal writing: Assessment and information gathering through goal tracking, presented by SLP, Carrie Slaymaker.
- 11:30 - 12:30 - S/L Department meeting.
- 1:00 – 3:00 - Diversity is not inclusion, presented by OT, Jordan Skowronski.

District 87 SLPs (Amell Ramadan, Mavic Maranan, Amy Michaels, Brenda Pett) will be assisting with Preschool Screenings on Friday, March 15th at Memorial Park Eisenhower Community Center in Hillside.

PAEC Special Olympics

Basketball

Bulldogs, Tigers 1 and our one Individual Skills student continue to practice and prepare of the State Basketball tournament, which will take place March 15th and 16th at Illinois State University. We have 22 student athletes participating in the tournament. We have set up busing and hotel accommodations for the weekend. During the weekend, both teams will be playing 2 games. Individual skills will take place Saturday, March 16th in the morning. We will also be participating in the opening ceremony, parties for the athletes and other various activities throughout the weekend. We look forward to a great tournament. Go Bulldogs, Tigers 1 and Individual Skills!

Soccer

We have had 2 weeks of practice at our new location, Chicago Soccer Fields in Melrose Park. This year we have 2 high school teams, 2 junior teams and 4-5 players competing in individual skills. Special Olympics recently changed the rules for amount of players on a team to 15 and 7 players on a field. Previously only 12 players were allowed on a team and 5 on the field during the game. With this new change, we were able to add more players to the teams. This gives some of our players who had previously participated in individual skills the opportunity to play on a team. We have scheduled a few games for both teams in March, April, and were just invited to participate in a round robin tournament with 8 other junior teams in April. We are looking forward to a fun season.

XII. OLD/UNFINISHED BUSINESS

PAEC Policies – Second Reading and Adoption

- A. Ms. Boeh has reviewed the attached policies provided by IASB. PAEC is recommending that the Board conduct a second reading and adoption of the following PAEC Policies:

Operational Services

4:45 – Insufficient Fund Checks and Debt Recovery

4:130 – Free and Reduced-Price Food Services

4:130-E Exhibit – Free and Reduced Food Services; Meal Charge Notifications

4:170 – Safety

General Personnel

5:30 – Hiring Process and Criteria

5:60 – Expenses

5:100 – Staff Development Program

5:220 – Substitute Teachers

Instruction

6:20 - School Year Calendar and Day

6:50 – School Wellness

Students

7:70 – Attendance and Truancy

7:250 – Student Support Services

7:260 – Exemption from Physical Education

7:290 – Suicide and Depression Awareness and Prevention

Recommended Motion:

I move to conduct a second reading and adopt the updated/revised PAEC Policies: 4:45–Insufficient Fund Checks and Debt Recovery, 4:130–Free and Reduced-Price Food Services, 4:130-E Exhibit–Free and Reduced Food Services; Meal Charge Notifications, 4:170–Safety, 5:30–Hiring Process and Criteria, 5:60–Expenses, 5:100–Staff Development Program, 5:220–Substitute Teachers, 6:20–School Year Calendar and Day, 6:50–School Wellness, 7:70–Attendance and Truancy, 7:250–Student Support Services, 7:260–Exemption from Physical Education, 7:290–Suicide and Depression Awareness and Prevention as presented.

XIII. NEW BUSINESS

A. Fundraising

1. PAEC Center raised \$254.26 through the sales of their Vocational Program.

Recommended Motion:

I move to accept the amount of \$254.26 from PAEC Center raised through the sales of their Vocational Program. This amount will be added to their School Activity Fund as presented.

2. PAEC Elementary School raised \$98.00 through the sales of their Staff School Store.

Recommended Motion:

I move to accept the amount of \$98.00 from PAEC Elementary raised through the sales of their Staff School Store. This amount will be added to their School Activity Fund as presented.

3. PAEC High School raised \$134.50 through the sales of their Staff School Store.

Recommended Motion:

I move to accept the amount of \$134.50 from PAEXC High School raised through the sales of their Staff School Store. This amount will be added to their School Activity Fund as presented.

B. FMLA

1. Ms. Antoinette Rice

Ms. Rice, Program Assistant at District 88, has requested an Intermittent leave under FMLA beginning March 1, 2019 through June 5, 2019, due to a family member's illness.

Ms. Rice will be using her accrued sick days during this leave.

Recommended Motion:

I move to approve the intermittent leave request under FMLA for Ms. Antoinette Rice, beginning March 1, 2019 through June 5, 2019, due to a family member's illness. Ms. Rice will be using her accrued sick days during this leave as presented.

2. Ms. Patrina Williamson

Ms. Williamson, Program Assistant at PAEC Early Childhood, has requested a leave under FMLA, beginning April 1, 2019 through April 18, 2019, due to medical reasons.

Ms. Williamson will be using her accrued sick days during this leave.

Recommended Motion:

I move to approve the medical leave request under FMLA for Ms. Patrina Williamson, beginning April 1, 2019 through April 18, 2019, due to medical reasons. Ms. Williamson will be using her accrued sick days during this leave as presented.

C. Union

1. Approval of Memorandum of Understanding

Recommended Motion:

I move to approve the Memorandum of Understanding Regarding Bus and Door Duty as presented, and that the Governing Board President and Secretary be authorized to execute said Memorandum of Understanding as presented.

2. Approval of Collective Bargaining Agreement

Recommended Motion:

I move to approve the Contractual Agreement Between PAEC Governing Board – SEJA #803 and Teachers and Program Assistants PAEC Council Local 571, IFT-AFT, 2018-2019, 2019-2020, and 2020-2021 School Years as presented, and that the Governing Board President and Secretary be authorized to execute said Contractual Agreement as presented.

D. Staff Salary Increase

Over the last several school years, PAEC has conducted a survey of administrative and clerical/custodial (support staff) percentage increases in salary in the PAEC member districts in order to determine an average percentage. PAEC has utilized the average percentage increases in salary for recommending salary increases for PAEC staff in comparable positions. Please see the attached Member District Salary Survey Summary Results for 2018-19 and 2019-20.

It is recommended that the Administrative Staff percentage salary increase for the 2018-19 and 2019-20 school year be 3.00% for each school year, and that the Support Staff percentage salary increase be 3.00% for each year, to reflect the total average percent increase per the survey.

Recommended Motion:

**I move to approve the 2018-19 and 2019-20 salary schedules as follows:
Administrators 3.00% for each school year and Support Staff 3.00% for each school
year as presented.**

E. Employment/Resignations/Terminations

Employment:

Patricia Carter, Payroll & Benefits Coordinator, PAEC Admin, \$20,867, effective 3/1/19–6/30/19
Jesus Guillen, 1:1 Aide, District 87, \$6,927, effective 2/25/19 – 6/7/19
Gloria Reichert, Accounts Payables & Receivables Coordinator, PAEC Admin, \$13,779, effective 3/1/19-6/30/19
Melanie Swims, Permanent Sub Teacher, PAEC Center, \$3,183, effective 3/5/19 - 3/22/19
Karen Watson, 1:1 Aide, PAEC Early Childhood, effective 3/11/19 – 6/5/19
Bryon Young, 1:1 Aide, PAEC Center, \$6,358, effective 3/11/19 – 6/5/19

Recommended Motion:

I move to approve the Employment of personnel as presented.

Resignations:

Saul Zamora, Behavior Interventionist, PAEC Programs, effective 3/8/19

Recommended Motion:

I move to approve the Resignation of personnel as presented.

Terminations:

Patricia Carter, Account Payable Coordinator, PAEC Admin, effective 2/28/19
Gloria Reichert, Lunch Program Coordinator, PAEC Admin, effective 2/28/19
Melanie Swims, Permanent Sub PA, PAEC Center, effective 3/1/19
Karen Watson, Program Assistant, District 88, effective 3/8/19

Recommended Motion:

I move to approve the Termination of personnel as presented.

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

A. Grant(s)

Recommended Motion:

**I move to not pursue an extension on the IDEA B – Flow Through Grant and
Preschool Grant as presented.**

B. PAEC High School Senior Trip

Recommended Motion:

**I move to approve the overnight PAEC High School Senior field trip to the Great
Wolf Lodge in Gurnee, IL from April 26 - April 28, 2019 as presented.**

C. Resolutions for Dismissal of PAEC Personnel

1. Resolution Honorably Dismissing Educational Support Personnel from Proviso Area for Exceptional Children.

Recommended Motion:

**I move to adopt the Resolution Honorably Dismissing Educational Support
Personnel from Proviso Area for Exceptional Children as presented.**

2. Resolution Dismissing Probationary Certificated/Licensed Personnel from Proviso Area for Exceptional Children.

Recommended Motion:

**I move to adopt the Resolution Dismissing Probationary Certificated/Licensed
Personnel from Proviso Area for Exceptional Children as presented.**

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.

MB/lc