

**PROVISO AREA FOR EXCEPTIONAL CHILDREN**  
**GOVERNING BOARD MEETING**  
**PAEC CENTER – 6:00 PM**  
**MAY 16, 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) 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; and under Section 2(c)(5) of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired as presented.

***Recommended Motion:***

I move to retain or dismiss Cierra Hobson as presented.

***Recommended Motion:***

I move to accept or deny the retirement request of Cynthia Sloan as presented.

**IV. APPROVAL OF GOVERNING BOARD MINUTES**

***Recommended Motion:***

I move to approve the Governing Board Minutes of April 18, 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)

\*These amounts include retro pay for all employees.

	<u>4/15/2019</u>	<u>4/30/2019</u>	<u>TOTAL</u>
Education Fund	488,086.19	728,779.00*	1,216,865.19
Building Fund	14,280.20	19,357.43*	33,637.63
<b>TOTALS</b>	<b>\$502,366.39</b>	<b>\$748,136.43*</b>	<b>\$1,250,502.82</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 May 9, 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 Ms. Vanessa Schmitt from District 209.

**IX. DuPAGE/WEST COOK REPORT**

No report 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 2019-20 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 Updates

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

Retroactive salary payments have been completed and PAEC employees will receive their checks on April 30, 2019.

PAEC has received the 2<sup>nd</sup> quarter of state transportation reimbursement vouchered by ISBE in December. The final balance of 2017-18 transportation audit refunds, (total \$157,663) will be paid to member districts in May. This amount was kept by PAEC and not returned to member districts when the Education and Building Fund balances were sent back to districts, to ensure adequate cash flow in the transportation fund.

Ms. Tryon is continuing to work on gathering data and analyzing accounts in preparation of the 2019-20 PAEC budget and cost sheets.

Initial interviews have been completed for the open position of PAEC Lunch Program Coordinator. Second interviews may be conducted and we are hoping to have a decision on a candidate soon. We hope to have a person in place in June or July.

Planning and communication is underway for summer school 2019 as it relates to business office documents.

Maintenance of Effort (MOE) 2017-18 report results were sent to member districts before the Easter holiday by Ms. Tryon. For those districts with negative MOE, reviews of financial and student data need to be made at the district level to ascertain what exceptions to MOE may

apply. Approval of member district's IDEA grant for next fiscal year is contingent upon ISBE receipt and approval of MOE Cooperative Composite Worksheets and any district revised MOE worksheets.

Infinite Visions trainings are on-going with Accounts Payable/Purchasing training and mock payroll work going on in April, and trainings for workflow users conducted in May.

### **PAEC Early Childhood Program**

April has been a busy month of celebrations and meetings for our Kindergarten bound students. We started the month of April with Autism awareness activities. Our EC Cross Categorical classes taught by Mrs. Webb and Mrs. Michels spent most of the month teaching the children about recycling and reusing household items to create useful items such as bird feeders (from water bottles ), binoculars (from toilet paper rolls ), and a little cardboard and string became ways to hold leaves and sticks. All 5 classrooms also studied the life cycle of the butterfly and were able to see it first hand by having caterpillars in the classrooms.

As April comes to a close we have received enough registration packets to insure that there will be three sections of Early Childhood classes for the ESY program. One will be a full day class room for our children with Autism and multi needs and there will also be 2 half day sections for our Cross Categorical classes. As of April 27, 2019 we have 27 registrants. We still have a week to go before the deadline for registration which is May 3rd.

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

The month of April was a very busy testing season. All 3<sup>rd</sup>-8<sup>th</sup> grade students participated in the state Illinois Assessment of Readiness test. The students had to complete two units of English Language Arts and three units of Mathematics. The students completed the test over several days. Students in grades 5<sup>th</sup> and 8<sup>th</sup> also took the Illinois Science Assessment. The Science assessment was a one unit test. The students did well with testing and participated in some relaxing activities daily during the testing window.

The program continues to facilitate students transitioning to their home school. There is a meeting scheduled to discuss a full-time transition to their home school for next school year. Another student is increasing their time at their home school for next school year. Another student will be starting a part-time transition in the fall.

### **PAEC Academy at St. Domitilla**

We have been administering the IAR state assessment as well as the Illinois Science Assessment. The majority of the students have completed the assessments. We have a few students that need to make up test sessions due to absences, so we are working with those students in order to meet the deadline. Once all of those assessments have been completed, we will administer the DLM test. This year we only have 6 students taking DLM.

Summer school forms have been sent home and are slowly being returned. Once we know how many students will be attending, we can start working on staff assignments for summer school. We will start making phone calls to parents next week if forms have not been returned.

We are busy planning end of the year activities. On May 15<sup>th</sup>, the eighth grade class will be going to Dave and Busters for their eighth grade trip. Graduation will be on May 28<sup>th</sup> at 6:00 PM at St. Domitilla. Mr. Hofer (Social Worker) is taking parents and students on high school tours so parents and students have a better idea of the programs their students will be attending. Tours for our incoming Kindergarten students will be on May 14<sup>th</sup>.

Our end of the year Field Day is being planned for May 23<sup>rd</sup> or 24<sup>th</sup>, depending on the weather. Students rotate to various stations, participating in relay races, games, and art activities.

One of our students was recently written about in Parent Magazine. He has won children's talent contests playing the drums. Channel 7 will be doing a story about him on Sunday morning, April 28<sup>th</sup> at 8:00 AM. The film crew filmed the student playing the drums in our gym. No other students were filmed.

We are very excited to announce that Gerard O'Dwyer will be our permanent school secretary. Mr. O'Dwyer has been with us for a few weeks as a temp and has accepted the full time position. We are all very happy to have him join our staff!

Last but not least, we are currently working on enrollment for the fall of 2019. Our numbers are slowly increasing. Class lists will not be finalized until after registration over the summer.

### **PAEC Center**

The month of April included an All School Field trip to the Shedd Aquarium. Travelzap.com, who previously paid for a field trip earlier in the school year, met up with us again and helped chaperone some of the students within their classes.

Travelzap.com has also generously agreed to purchase a wheelchair swing for our playground for students who are in wheelchairs to have the ability to interact fully on the playground. The installation at this time is early May.

Other field trips included some of the high school classes visiting the Field Museum, some of the classes visiting Mariano's and learning functional skills such as shopping, counting money, picking nutritional items to buy. They were also offered a tour of the store by the manager.

On the 17th, the high school classes hosted the elementary classes in an egg hunt. Eggs were "hidden" in the playground and gym and the students were able to hunt and receive 8 eggs.

The annual prom was held on April 24th. There were over 100 students and alumni who attended. The night went off without a hitch as staff volunteers chaperoned, served pizza and beverages and cleaned up afterwards. The use of the banquet hall was graciously donated to our school.

The transition program is hosting a Transition/Resource Fair on Tuesday April 30<sup>th</sup> for students and parents. Scheduled to come are Seguin, Aspire, DRS, etc.

IAR testing - We had five students participating in IAR testing. This testing was completed on April 11th and the Science Testing was completed on April 16th.

DLM testing continues. We have one classroom that still needs to complete the testing. We hope to be complete before May 1<sup>st</sup>.

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

Students continue to work at volunteer sites. Students who will be volunteering at Hines for the upcoming school year have been brought to Hines and completed the requirements to work there. This will allow our job sites to start immediately in the upcoming school year.

We currently have nine students employed. Two students have been on interviews and are awaiting the results. We continue to look throughout the communities to match the students with employment opportunities.









**PAEC Therapeutic Day High School**

To celebrate the achievements of our graduating seniors, students will enjoy a three day two night outing at the Great Wolf Lodge located in Gurnee, IL. Under the supervision of our PAEC High School Staff, students will have the opportunity to engage in a number of activities which include the large indoor water park, bowling, arcade games, restaurant outings, and movies with our PAEC staff and students to culminate their high school careers.

Graduation is set for May 15<sup>th</sup> at 6:00 pm. This is an exciting time for our PAEC High School students and families. As a program, we are projected to see more than a 50% increase for our graduating seniors as compared to the 2017-18 academic year.

PSAT and SAT testing has been completed. The PAEC High School staff did an amazing job proctoring and motivating students to do their very best. For the 2019-20 academic year, the PAEC High School will look to address PSAT/SAT test prep at the start of the year. This preparation will provide test taking strategies and familiarize students with test content.

Mr. Walker met with Mr. Lorenzo Webber, Assistant Director from Strengthening Proviso Youth (SPY). This organization is supported by Proviso Township. Additionally, both Mr. Walker and Mr. Webber met with representatives from the Search Institute. The institute has provided 40 research-based, positive experiences and qualities that influence young people's development, helping them become caring, responsible, and productive adults. Through the partnership of PAEC High School and SPY, the Development Assets Training will be offered to our staff and will be a focus of programming to come. See the following internal and external categories below for clarification:

THE EIGHT CATEGORIES OF DEVELOPMENTAL ASSETS MEASURED IN THE DAP	
External Assets	Internal Assets
 <p><b>SUPPORT</b> Measures whether children have caring adults in their lives, which may include parents, neighbors, and/or teachers.</p>	 <p><b>COMMITMENT TO LEARNING</b> Asks questions related to whether children care about school and completing their homework, as well as appreciate learning new things.</p>
 <p><b>EMPOWERMENT</b> Asks questions about how safe children feel at school and at home, as well as their perception of being valued and appreciated.</p>	 <p><b>POSITIVE VALUES</b> Seeks to understand if children value taking responsibility for their actions and helping others, are honest and have respect for others and their community.</p>
 <p><b>BOUNDARIES AND EXPECTATIONS</b> Hones in on whether a child feels he or she must abide by boundaries and expectations set at home, in school and in their neighborhood.</p>	 <p><b>SOCIAL COMPETENCIES</b> Measures a child's willingness to express his or her feelings, establish relationships with others, say no to activities or suggestions that are dangerous, and can find positive ways to deal with hardships.</p>
 <p><b>CONSTRUCTIVE USE OF TIME</b> Evaluates whether children are involved in outside activities like clubs, music or art programs or religious groups.</p>	 <p><b>POSITIVE IDENTITY</b> Measures a child's self-worth.</p>

**PAEC Therapeutic Day High School Vocational Program**

We have a total of 15 students participating in our various work programs:

Hilton Program – 6 students (each participating 2 days in the AM)

Hilton Program – 2 students (with stipend in the PM)

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

Leadership Program on PAEC Campus – 5 students (3 are 4 days and 2 are 2 days)

Custodial Program - 3 students (with stipend in the PM)

Lunch Program - 3 students (with stipend)

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.

PSAT and SAT Testing is complete with all students participating.

4/17/2019 – Lorenzo Webber, Asst. Director of Youth Services, with Proviso Township spoke to students who will be graduating about the supports the organization can provide in obtaining employment.

4/24/2019 – Lynn Maloley, from Employment and Employer Services, spoke to students who will be graduating about supports they can provide in obtaining employment and specialized training.

We currently have 33 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 52 completed classes. The students are making great progress on reaching their goals.

### **PAEC Intervention Team**

#### *District 87*

##### Jefferson Primary School

Two Behavior Coaches are implementing First Step Next (FSN) in two different kindergarten classrooms. One is there daily and the other for half days, three days a week. A third coach has recently been coaching a PAEC 1-1 with a mainstreaming transition for her student. This is a temporary intervention for a few weeks.

##### Riley Intermediate School

Weekly consultation is being provided by Mr. Cooper to the school team. A STOIC plan has been developed for a 5<sup>th</sup> grade classroom with several challenging students. It is being implemented and there have been improvements in student behavior.

##### Sunnyside Intermediate School

A PAEC coach continues to assist and meet weekly with a third grade teacher to help improve class-wide behavior and implementing specific strategies with two challenging students. Another third grade student in a different classroom has been added. The coach has begun classroom observations and record reviews. She hopes to meet the parents at and upcoming IEP annual review.

##### Whittier Primary School

The second grade student with a STOIC plan in place for noncompliance and aggressive behaviors has been hospitalized. Consultation by Mr. Cooper is still being provided with the focus now on a re-entry plan when the student returns.

##### MacArthur Middle School

A 7<sup>th</sup> grade special education student is receiving twice a week mentoring sessions from a Behavior Coach. The student has been responding very well. Another student, a sixth grader, has been suggested for a mentoring/goal-setting intervention but we are still waiting on parent permission.

#### *District 88*

##### Grant Primary School

Mr. Cooper has been implementing FSN daily in an afternoon class. He is working with the teacher in conducting class role-play behavior lessons and individual role-plays with the focus student.

Lincoln Primary School

Whole class FSN strategies are being taught by a Coach to the teacher and TA in PreK classroom with one very challenging student. The students have responded remarkably well to lessons teaching "Walking Feet", "Personal Space", "How to Ask for Attention the Right Way", and "Stop I Don't Like That."

Lincoln Elementary School

A PAEC behavior coach has been implementing First Step with a second grade student. Behavior has improved overall, but there are still issues outside the classroom. Consultation with the Principal and other staff to address the challenges in common areas is being implemented.

Thurgood Marshall Elementary School

Consultation by Mr. Cooper is being provided for a kindergarten situation that involves three students with various behavior challenges.

*District 93*

Hillside Elementary School

Two behavior coaches continue to provide behavior support half-days in the afternoons in a kindergarten classroom. Individual interventions for two students and whole-class management strategies are being implemented.

*District 209*

Proviso East and Proviso West High Schools

A PAEC interventionist at West continues to use 'Behavior report cards' with 8 IEP students that are seen on a daily basis. Both interventionists are active in partnering with Deans to conduct conflict resolution sessions with students as well as peer mediation meetings, which occur on a daily basis. These strategies are reported to be effective with the majority of student meetings.

The interventionists at East continue to focus on students identified as struggling with the competency-based academic structure as well as individuals with social-emotional issues that are assigned to them. Both men assisted as part of the school's crisis team to help students cope with the death this month of one of their classmates.

**PAEC OT/PT Department**

The OT/PT Department assisted with the PAEC Programs who attended the full day Shedd Aquarium field trip on 4-8-19.

The OT/PT Department had 6 therapists participate in the District 93 (Hillside) Pre-School Screenings at Hillside School on 4-9-19.

AT Team ran an Orthotic Clinic on 4-24-19 with Gwen Blunk, an orthotist from Hanger Clinic at PAEC Center.

The OT/PT/AT Departments had 1 OT attend and help with the School Safety Conference on 4-17-19 at Monty's Elegant Banquets in Bensenville, IL.

The OT/PT/AT Lead attended the Worker's Compensation Safety Committee Meeting on 4-18-19 at PAEC Center.

One of our PTs attended the Functional Strengthening for Motor Control and Movement Dysfunction in-service on 4-03-19 in Naperville by Chrys Kub, PT. We had a PT and an OT attend Decrease Attention-Getting and Tantrum Behaviors: Practical Solutions on 4-12-19 in Elk Grove Village by Lisa Rogers, Behavior Intervention Specialist. Our Lead OT/PT

attended the Illinois Physical Therapy Association Conference: Revitalize 2019 in St. Charles on 4-6-19.

The AT Team continues to conduct SETT meetings. This past month meetings were held for students in the PAEC programs and in District 87. The AT Team continues to provide ongoing SETT process for trials and training with students in District 87 and District 209.

We had our monthly OT/PT Departmental meeting on 4-11-19.

The AT Team continues to work with District 88 on the Read & Write Google for Chromebooks trial. The AT Team is in discussions with Administration about trialing Read & Write Google at Hillside School since there is teacher interest.

Our PAEC Elementary & Early Childhood Snoezelen Room will officially open following training provided by our OT Staff on 4-26-19, during our Late Start time.

Our OT/PT Staff at PAEC Academy have been working on quiet spaces for the students in this program and the small ball pit for this program has arrived.

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

Ms. Lisa Pirrello, L.C.S.W., Mr. Christopher Hofer, L.C.S.W., Ms. Lisa Allen, L.C.S.W., & Ms. Dana Gutmann, L.C.S.W., (PAEC School Social Workers – PAEC High School Therapeutic Day School) were asked to assist with being individual/small group proctors during student SAT Testing (April 9-18, 2019) and Spring MAP Testing (May 6-17, 2019).

Ms. Hannah McCarthy, M.S.W., (PAEC School Social Worker-Proviso East High School) has coordinated with the following outside agencies to come into the school to work with students regarding a variety of concerns that have come up during the school year:

1. Brown House Project: Mentoring during and after-school. Providing enrichment/therapy such as art, music, and sports to help support their mentoring (30 - 50 students max).
2. Ladies Let's Talk: a) Social work for a targeted group of students especially for girls struggling with identity issues and insecurities (10-15 students max); b) Grief and Loss: A second group to focus on support for grief and loss (10 students max).
3. Pillars: a) Groups for domestic violence; b) Male mentoring (10 students max).
4. Center for Woman and Child: Group training for students around domestic violence and relationship issues.
5. Five Pillars: a) Entrepreneurship opportunities/training and b) Peace Circles.

Ms. Monette Carlos, L.C.S.W. (PAEC School Social Worker – PAEC E.C. Program) has coordinated and facilitated the following initiatives:

1. Ms. Carlos was at the Hillside preschool screenings on 4/9. She helped score the SEL part of the DIAL, escorted students & baby sat students while the parents were being interviewed, & interviewed parents. Hillside is opening their preschool next school year.
2. The E.C. Social work group focused on mindfulness and learning body awareness during the month of April.
3. Ms. Carlos will be facilitating PAEC program tours for incoming kindergarteners. PAEC Center Autism Classroom is on 5/7, PAEC Center Cross Cat Functional Classroom is on 5/9, & MIE at PAEC Academy is on 5/14.
4. Ms. Carlos will be assisting the Autism Classroom during a mobility race on 5/2.
5. Ms. Carlos will be completing more preschool evaluations in the coming weeks.

Mr. Michael Irgang, M.S.W., (PAEC School Social Worker-PAEC Elementary School) facilitated the following:

1. Created out of uniform incentive for students.
2. Coordinated various meetings with parents during the month of April.
3. Began utilizing Sunshine Circles in 3-5th grade class.



4. Incorporated more motor breaks for younger students opposed to sessions in office.
5. Assisted staff members during IAR testing schedule.

Ms. Kenya Dockens, L.C.S.S., (PAEC School Social Worker-Hillside School) coordinated and facilitated the following:

1. 3rd/4th Grade Classroom Groups: Students have been working on google slide presentation on their culture and completing presentations to their classmates. Class has also learned appropriate behavior during presentations, how to provide constructive feedback to classmates, and asking questions.
2. Erin's Law: Organized (scheduling, parent levels, coordination of event) Erin's law presentation for 7th and 8th grade students through Pillars.
3. Club Lead: Students have researched prominent women in Women's History and posted displays around school during Women's History month.
4. Calm Cafe: Helped to implement a designated space for students to enjoy a quiet lunch and participate in activities such as yoga, coloring, and listening to relaxing music.

The tentative dates, times & locations of the PAEC School Social Work Trainings, Meetings and In-Services for the 2019-20 school year:

-August 30, 2019	(Half Day)	“Clinical, Ethical & Legal Considerations when Providing School-Based Mental Health Services” (Ms. Susan Zoline, Ph.D.) 9:30am-12:30pm – PAEC H.S. Conference Room
-September 13, 2019	(Full Day)	PAEC SW Dept. Meeting & In-Service “Pre-Teens & Teenagers in Play Therapy” (Ms. Lisa Dion, L.P.C., R.P.T.-S.) 9:30am-3:30pm – PAEC H.S. Conference Room
-November 15, 2019	(Half Day)	PAEC SW Dept. In-Service “Medication Update in Children & Teens” (Dr. El Shafie) 9:30am-11:30am-PAEC H.S. Conference Room
-January 10, 2020	(Full Day)	PAEC SW Dept. In-Service & Meeting “Street Drugs” (Mr. Phil Schneeberger) 9:30am-3:00pm-PAEC H.S. Conference Room
-February 14, 2020	(Full Day)	PAEC SW Dept. In-Service “Sand Tray Therapy: Super Heroes and Pop Culture” (Ms. Sophia Ansari) 9:30am-3:00pm – PAEC H.S. Conference Room
-April 10, 2020	(Full Day)	PAEC SW Dept. In-Service & Meeting “Trauma Informed Schools” (Ms. Andrea Simari Rosenberg) 9:30am-3:00pm – PAEC H.S. Conference Room

The dates, time and location of the LAN 60 Meetings for the 2019-20 school year are:  
Wednesday, October 16, 2019 – 12:30pm-2:00pm in the PAEC Board Room  
Wednesday, December 18, 2019 – 12:30pm-2:00pm in the PAEC Board Room  
Wednesday, February 19, 2020 – 12:30pm-2:00pm in the PAEC Board Room  
Wednesday, April 22, 2020 – 12:30pm-2:00pm in the PAEC Board Room

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

The Speech/Language Department meeting was on April 29, 2019.

The next professional development event for the Speech/Language Department was held on April 29<sup>th</sup>. Carrie Slaymaker, SLP, presented on Communication-Behavior Correlation: Strategies to Increase Functional Communication and Decrease Behavior.

The Lead SLP is working to determine the needs of the Speech/Language department for the 2019-20 school year, as well as as the Summer school program. Budgeting includes S/L staffing needs, general supplies, testing and therapy materials, equipment, and technology needs.

**PAEC Special Olympics - Soccer**

This Sunday, April 28<sup>th</sup>, we will be participating in the state qualifying tournament at Hinsdale South High School. This will determine which teams get to go to the state tournament held in June at ISU. We have 2 junior teams, Tigers 1 and Tigers 2, participating. The top 2 teams from this division will go to state. We have 2 high school teams, Blazers and Storm, competing in the senior division. The first place team in each of the senior divisions will go to state. We also have 6 individuals participating in the Individual skills competition. Those individuals that receive a gold medal in their division will also be eligible to participate in the state tournament. Wish all of our athletes good luck! This is the tournament that they have been practicing since February to win.

**XII. OLD BUSINESS / UNFINISHED BUSINESS**

PAEC Policies – Second Reading

Ms. Baasten, PAEC attorney, has reviewed the attached PAEC policies provided by IASB and there were a few changes. The PAEC Governing Board approved the first reading during their April 18, 2019 meeting. Therefore, WE ARE recommending that the PAEC Governing Board conduct a second reading and adopt the following PAEC Policies:

Governing Board

2:20 Powers and Duties of the Boards and 2:40 Board Member Qualifications

Operational Services

4:30 Revenue and Investments, 4:100 Insurance Management, 4:110 Transportation

4:150 Facility Management and Building Programs

4:160 Environmental Quality of Buildings and Grounds

4:190 Targeted School Violence Prevention Program

General Personnel

5:330 Sick Days, Vacation, Holidays, and Leaves

Instruction

6:65 Student Social and Emotional Development

Students

7:185 Teen Dating Violence Prohibited

Community Relations

8:95 Parental Involvement

***Recommended Motion:***

**I move to conduct a second reading and adopt the updated/revised PAEC Policies #'s: 2:20-Powers and Duties of the Boards, 2:40-Board Member Qualifications, 4:30-Revenue and Investments, 4:100-Insurance Management 4:110-Transportation, 4:150-Facility Management and Building Programs, 4:160-Environmental Quality of Buildings and Grounds, 4:190-Targeted School Violence, 5:330-Sick Days, Vacation, Holidays, and Leaves, 6:65-Student Social and Emotional Development, 7:185-Teen Dating Violence Prohibited and 8:95-Parental Involvement as presented.**

XIII. NEW BUSINESS

A. Retirement Resolution

1. We have one staff member who will be retiring on June 28, 2019. Ms. Daisy Thomas has been a PAEC Administration Secretary since May 29, 2001.

***Recommended Motion:***

**I move to accept the Resolution for Retirement of Ms. Daisy Thomas as presented.**

2. There are seven staff members that will be retiring in June 2020. Ms. Patricia Butler, PAEC Center Program Assistant since January 13, 1999; Ms. Joyce Conner, PAEC Elementary Program Assistant since August 22, 2001; Ms. Gertrude Gibson, PAEC Center Program Assistant since January 28, 1991; Ms. Carol Michels, PAEC Early Childhood Teacher since August 28, 1978; Ms. Sharon Montag, PAEC Academy Teacher since August 29, 1983; Ms. Faith Schwebke, PAEC Early Childhood Program Assistant since October 10, 1995; and Ms. Patricia Wagemann, PAEC Academy Program Assistant since September 2, 1987.

***Recommended Motion:***

**I move to accept the Resolution for Retirement of Ms. Patricia Butler, Ms. Joyce Conner, Ms. Gertrude Gibson, Ms. Carol Michels, Ms. Sharon Montag, Ms. Faith Schwebke and Ms. Patricia Wagemann as presented.**

3. There are two staff members that will be retiring in June 2021. Ms. Deborah Ginger, PAEC Center Program Assistant since August 28, 1995; and Ms. Ella Robinson, PAEC Center Program Assistant since February 6, 1984.

***Recommended Motion:***

**I move to accept the Resolution for Retirement of Ms. Deborah Ginger and Ms. Ella Robinson as presented.**

4. There are three staff members that will be retiring in June 2022. Ms. Mary Therese Geary, PAEC Lead Psychologist since August 1, 1999; Ms. Charanne Marshall, PAEC Early Childhood Teacher since March 12, 1990; and Ms. Linda Theis, PAEC Administrative Assistant since October 26, 1987.

***Recommended Motion:***

**I move to accept the Resolution for Retirement of Ms. Mary Therese Geary, Ms. Charanne Marshall and Ms. Linda Theis as presented.**

5. We have one staff member who will be retiring in June 2023. Ms. Dayle Ashley-Harding, PAEC School Psychologist since August 1, 1989.

***Recommended Motion:***

**I move to accept the Resolution for Retirement of Ms. Dayle Ashley-Harding as presented.**

B. Food Service

Preferred Meals would like to provide PAEC with lunches for the 2019-20 school year and extend our current contract with them. They are proposing a 2.8% increase over the 2018-19 rates. The rates would go from \$2.13 per meal to \$2.19 per meal. The increase is based on the CPI index of Food Away from Home for December which is 2.8%.

***Recommended Motion:***

**I move to approve the 2.8% rate increase and extend our current contract with Preferred Meals for the 2019-20 school year as presented.**

C. Contractual Agreements

Through negotiations, we were able to keep rates at a small increase for the following agencies from last year's rates. These agencies are utilized for Occupational Therapists, Physical Therapists and Speech/Language Pathologists, as follows:  
-Career Staffing Unlimited - Increased .50 cents

- PPR Educational Services - Increased .50 cents
- RCM Technologies – Increased .50 cents
- Staffing Options – Increased .50 cents
- Therapy Care - Increased .50 cents

***Recommended Motion:***

**I move to approve the Contractual Agreements for Occupational Therapists, Physical Therapists and Speech/Language Pathologists as needed for the 2019-20 school year with Career Staffing Unlimited, PPR Educational Services, RCM Technologies, Staffing Options and Therapy Care as presented.**

D. Oak Brook Behavioral Health

PAEC is recommending that we continue to use the services of Dr. El-Shafie for psychiatric evaluations/consultations for the upcoming school year. Dr. El-Shafie has provided valuable information to parents and staff in meeting the needs of students with behavioral/emotional difficulties. Dr. El-Shafie's rate for the 2019-20 school year constitutes a 3% increase from the 2018-19 school year.

***Recommended Motion:***

**I move to approve the Contract Agreement with Oak Brook Behavioral Health for Dr. El-Shafie for evaluations/consultations for the 2019-20 school year as presented.**

E. Student Lunch Cost

Effective July 1, 2011, the Healthy Hunger-Free Kids Act of 2010 requires all districts participating in the National School Lunch Program to provide the same level of financial support for lunches served to students who are not eligible for free or reduced price lunches (paid lunches) as they are for lunches served to students eligible for free lunches. Based on the US Dept. of Agriculture research average prices charged for paid lunches in some districts are less than the cost of producing those lunches. Pricing paid lunches below the cost of production effectively increase federal subsidies for higher income children because federal funds intended for free and reduced price lunches are being used to help fill in the gap between what a paid lunch costs and what the district receives for it. Children across all income levels are negatively affected by limiting the funds available to provide nutritious meals. The provision of this act will help ensure that schools have funding available to support serving nutritious meals to all students.

We are required to compare the price we are currently charging for a paid lunch to the difference between the higher federal reimbursement provided for free lunches and the lower federal reimbursement provided for paid lunches. If our current paid lunch price is less than this difference, we are required to gradually (over several years) raise our paid lunch price.

Based on the price increase table provided by ISBE, we are required to increase our rate a minimum of ten cents - from \$2.75 to \$2.85 for the 2019-20 school year. The new law caps the required increase we can charge to ten cents in any year. The ten cent increase per lunch will result in an additional 50 cents received for paid lunches each week.

***Recommended Motion:***

**I move to approve the increased cost of student lunches from \$2.75 to \$2.85 for the 2019-20 school year as presented.**

F. Fundraising/Donation/Rebate

1. PAEC Center raised \$1,404.90 through the sales of Prom Tickets and \$87.50 through the sales of their snack cart. These amounts will be added to their school activity fund.

***Recommended Motion:***

**I move to accept the amount of \$1,404.90 raised by PAEC Center through the sales of Prom Tickets and \$87.50 through the sales of their snack cart. These amounts will be added to their school activity fund as presented.**

2. PAEC Elementary raised \$95.88 through the sales of their staff store, \$50.55 through the Box Tops Collection, and \$191.50 through the sales of their Krispy Kreme fundraising event. These amounts will be added to their school activity fund.

***Recommended Motion:***

**I move to accept the amount of \$95.88 through the sales of their staff store, \$50.55 through the Box Tops Collection, and \$191.50 raised through the sales of their Krispy Kreme fundraising event. These amounts will be added to their school activity fund as presented.**

3. PAEC Early Childhood raised \$50.55 through the Box Tops Collection and \$223.00 through the sales of their Krispy Kreme fundraising event. These amounts will be added to their school activity fund.

***Recommended Motion:***

**I move to accept the amount of \$50.55 through the Box Tops Collection and \$223.00 through the sales of their Krispy Kreme fundraising event. These amounts will be added to their school activity fund as presented.**

4. PAEC High School raised \$207.00 through the sales of their March/April Popcorn Event and \$159.00 through the sales of their Nachos fundraising event. These amounts will be added to their school activity fund.

***Recommended Motion:***

**I move to accept the amount of \$207.00 raised by PAEC High School through the sales of their March/April Popcorn Event and \$159.00 through the sales of their Nachos fundraising event. These amounts will be added to their school activity fund as presented.**

5. PAEC High School raised \$88.77 raised through their ongoing Senior Trip fundraising event. This amount will be used to cover the cost of SAM's purchase made on 4/19/19.

***Recommended Motion:***

**I move to accept the amount of \$88.77 raised by PAEC High School through their ongoing Senior Trip fundraising event. This amount will be used to cover the cost of SAM's purchase made on 4/19/19 as presented.**

6. Two rebate checks in the amounts of \$328.37 and \$1,641.83 were received from ComEd Energy Efficiency Program. These rebates were received because of the new energy efficient LED lighting in the gym at PAEC High School. The plan is to change the lighting in the gym at PAEC Center next year.

***Recommended Motion:***

**I move to accept the two rebate checks in the amounts of \$328.37 and \$1,641.83 received due to the new energy efficient LED lighting in the gym at PAEC High School as presented.**

**G. First Student, Inc. Contract**

First Student has been providing quality transportation services to PAEC for several years. The parent surveys conducted two times per school year reflect primarily excellent and good services. PAEC and First Student management meet monthly to plan and prevent or follow-up when concerns arise. First Student personnel also attend quarterly Safety Meetings to insure safety policies and procedures are being implemented.

PAEC and First Student, Inc. negotiated an extension of the Transportation Contract, commencing August 1, 2019 through July 31, 2020, for (1) one year. First Student proposed a 3.7% increase over the 2018-19 rates.

***Recommended Motion:***

**I move to approve the contract extension of the Transportation Services agreement between Proviso Area for Exceptional Children (PAEC) and First Student, Inc. for (1)**

year, commencing August 1, 2019 through July 31, 2020, at an increase of 3.7% over the 2018-19 rates as presented.

H. FMLA Request

1. Mr. Jernell Russ

Mr. Russ, 1:1 Program Assistant at PAEC Center, has requested an intermittent leave under FMLA beginning April 16, 2019 through April 16, 2020, due to personal reasons. Mr. Russ will not be using his accrued sick days during this leave.

***Recommended Motion:***

**I move to approve an intermittent leave request under FMLA for Mr. Jernell Russ, beginning April 16, 2019 through April 16, 2020 due to personal reasons. Mr. Russ will not 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 April 29, 2019 through pending doctor's release, 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 April 29, 2019 through pending doctor's release, due to medical reasons. Ms. D'Hooge will be using her accrued sick days during this leave as presented.**

I. Rock of Ages Baptist Church – PAEC Transition Program

The PAEC Attorney has reviewed the 2 year lease agreement from Rock of Ages Baptist Church. This lease agreement provides the necessary space we require for our classes at a cost of \$1,900.00 a month for school year 2019-20 and \$2,000.00 a month for school year 2020-21.

***Recommended Motion:***

**I move to approve the 2 year lease agreement between Rock of Ages Baptist Church and PAEC to house the PAEC transition program and to authorize the Executive Director to execute and administer the lease on behalf of PAEC as presented.**

J. Proposed 2019-20 PAEC School Calendar

The Union has reviewed and approved the proposed 2019-20 school calendar. Staff will report to work on Wednesday, August 14, 2019 and students will begin on Monday, August 19, 2019.

***Recommended Motion:***

**I move to approve the 2019-20 PAEC School Calendar as presented.**

K. 2019-20 Governing Board Meeting Dates

We need to set the dates for our meetings for the 2019-20 school year. If you wish to continue having the meetings on the third Thursday of the month at 6:00 PM, the dates will be as follows:

**2019:** July 18<sup>th</sup>, August 15<sup>th</sup>, September 19<sup>th</sup>, October 17<sup>th</sup>, November 21<sup>st</sup>, December 19<sup>th</sup>

**2020:** January 16<sup>th</sup>, February 20<sup>th</sup>, March 19<sup>th</sup>, April 16<sup>th</sup>, May 21<sup>st</sup>, and June 18<sup>th</sup>

***Recommended Motion:***

**I move to approve the Governing Board Meetings to be held at PAEC Center, beginning at 6:00 PM on July 18, 2019, August 15, 2019, September 19, 2019, October 17, 2019, November 21, 2019, December 19, 2019, January 16, 2020, February 20, 2020, March 19, 2020, April 16, 2020, May 21, 2020, and June 18, 2020 as presented.**

L. Administrators Contracts

1. Approval of Executive Director Contract

***Recommended Motion:***

**I move to approve the Executive Director's Contract, 2019-2021 between the Governing Board and Mary Beth Boeh, as presented, and that the Governing Board President and Secretary be authorized to execute said Contract as presented.**

2. Approval of Assistant Director Contract

***Recommended Motion:***

**I move to approve the Assistant Director's Contract, 2019-2021 between the Governing Board and Michael James, as presented, and that the Governing Board President and Secretary be authorized to execute said Contract as presented.**

3. Approval of Business Manager Contract

***Recommended Motion:***

**I move to approve the Business Manager's Contract, 2019-2020 between the Governing Board and Deborah Tryon, as presented, and that the Governing Board President and Secretary be authorized to execute said Contract as presented.**

M. Employment/Resignations/Terminations

Employment:

Corey Gee, Sr., 1:1 aide, PAEC Elementary, \$4,487, effective 4/10/19 – 6/3/19  
Jeff Schmidt, 1:1 aide, PAEC Center, effective 4/17/19 – 6/3/19  
Nico Johnson, Day to Day Substitute Teacher, \$110/day, effective 4/22/19  
Gerard O'Dwyer, PAEC Academy Secretary, \$6,293, effective 5/1/19 – 6/28/19

***Recommended Motion:***

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

Resignations:

Toni Binz, PAEC Supervisor, District 93, effective 6/14/19  
Brianna Harris, 1:1 aide, PAEC Center, effective 4/18/19  
Tyler James, 1:1 aide, District 87, effective 4/12/19  
Ainars Tomsons, Program Assistant, PAEC Academy, effective 5/14/19  
Peggy Mulcahy, Special Olympics Coordinator /Substitute Teacher, effective 6/3/19

***Recommended Motion:***

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

Terminations:

Jeff Schmidt, 1:1 aide, PAEC Center, effective 4/16/19 (reassigned)

***Recommended Motion:***

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

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

The next Governing Board Meeting is scheduled for June 20, 2019.

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.**