

PROVISO AREA FOR EXCEPTIONAL CHILDREN  
GOVERNING BOARD MEETING  
PAEC CENTER – 6:00 PM  
FEBRUARY 16, 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 January 19, 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 employer deduction)

	<u>1/13/2017</u>	<u>1/31/2017</u>	<u>TOTAL</u>
Education Fund	546,863.73	553,773.64	1,100,637.37
Building Fund	<u>13,451.65</u>	<u>13,324.51</u>	<u>26,776.16</u>
TOTALS	<u>560,315.38</u>	<u>567,098.15</u>	<u>1,127,413.53</u>

*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 District's 87, 89, 92, 93 and 209 were in attendance at the February 9, 2017 meeting; they reviewed and recommended approval of all items on the agenda.

VIII. DuPAGE/WEST COOK REPORT

No reports at this time.

IX. COMMITTEE REPORTS

No reports at this time.

X. EXECUTIVE DIRECTOR'S REPORT

A. 2017-18 Projected Enrollment and Classroom Staffing Patterns  
Information is attached.

B. 2017-18 Projected District Child Count  
Information is attached.

C. Enrollment and Classroom Staffing Patterns  
Information is attached.

- D. Student/Staff Monthly Report  
Information is attached.
- E. Program District Child Count Report  
Information is attached.
- F. Initial Referrals  
Information is attached.
- G. Alternative Students Transitioning to Home Schools  
1. PAEC Therapeutic Day Elementary – Information is attached.  
2. PAEC Therapeutic Day High School – Information is attached.
- H. Police Reports  
PAEC Therapeutic Day Elementary – None  
  
PAEC Therapeutic Day High School – Yes  
An adult student was charged with an assault of another student.
- I. PAEC Activity Fund Summary  
Information is attached.
- J. PAEC Professional Development  
On February 10, 2017, Ms. Michelle Rappaport, will presented, “Building Bridges: An alternative to suspension.” The presentation/book is about students attending school as opposed to being suspended. This program is geared toward students 12-20 years old. The methods used in Building Bridges include processing and mediation with students following a crisis situation, followed by teaching students new strategies to help negotiate difficult situations and avoid future crisis. Building Bridges provides a complete program to help schools implement an alternative to the current suspension structure. Building Bridges keeps kids in school and helps them learn from their mistakes.
- K. DuPage/West Cook Report  
None at this time.
- L. PAEC Program Updates  
**PAEC Business Office – Ms. Debbie Tryon, Business Manager**  
All programs and service staff have completed the required Civil Rights training for the lunch program for this fiscal year.

Ms. Tryon is continuing her work on mid-year review of all programs and service areas and is preparing mid-year cost sheets. The return of member district audit refunds and invoices to districts of Education and Building Fund amounts owed to PAEC for last fiscal year is being planned. The timing of this process will be paid in two to three installments, and depends upon when we receive our state reimbursements for the first and second quarter for this current fiscal year. We will keep the boards and district business officials updated regarding this situation and Dr. Smith will be in contact with the Comptroller’s office to inquire when we can expect our state reimbursement payments. Audit refunds owed to districts for the Transportation Fund were sent to member districts in January. PAEC is up to date on all transportation bills. Invoices were sent to those member districts who owed PAEC money for the end of last fiscal year per the audit.

PAEC has again received waivers to opt out of participating in the School Breakfast Program and Summer Food Program for next summer and next school year. PAEC has been granted waivers for each of the years we have petitioned for them in the past. Our public hearing to satisfy the requirements of the waiver request was held at PAEC on January 17, 2017, at 10 AM.

We are in the final stages of working with our attorney, Dan Boyle, to finish the Request for Proposals for our cab services for next fiscal year. We hope to send those out to our existing cab company and others in the area this coming spring. Our current cab company (Peoples Cab) has signed the contract with us for this fiscal year.

We will be in the process of meeting with First Student this month to discuss the extension to next fiscal year of our existing transportation contract.

Ms. Tryon and Ms. Reichert (PAEC'S lunch program coordinator), will be meeting with PAEC Principals and Assistants in the coming month, to discuss the required lunch program site visits that we have performed and also coordinate and plan the required food handler training that must be done before year end for certain PAEC staff who are involved with assisting students with lunches.

Ms. Tryon is compiling the annual results of the salary survey sent to member districts for the current year to determine salary increases for PAEC Administrators, Custodians, and Secretaries for the 2017-18 fiscal year. The increases are based on the average of what district increases have been for the current fiscal year. The results will be shared with both the Executive and Governing Boards in the coming months.

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

Happy New Year! The children in our Early Childhood Program came back excited to be returning to school. We currently have 68 children enrolled in the program and growing steadily. Our students have been learning about Martin Luther King and celebrating the Chinese New Year. We continue to promote socialization among our children despite the different levels of communication and socialization skills. The monthly Early Childhood Program for January was celebrating National Popcorn Day, we celebrated by watching their favorite clip of Frozen and eating popcorn. The children successfully gathered in two large groups in the morning and afternoon sessions and were able to sit and pretend to be at the movies.

The EC Program's vision is to prepare our children academically and socially so that they can be successful in their future school settings. Our teachers are committed to providing an individualized but challenging educational program for all our children while exposing them to everyday activities that may be difficult for some of our children with limited communication and social skills.

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

The month of January has been a quiet one as the staff and students made some classroom changes due to the increase of students in the lower grade levels. The students have been positively making the adjustments as the educational programs continue to move straight ahead and challenging the students academically. As a program, we continue to see our students' transition and return to their district schools. This month we have six students transitioning back to their home schools, with two of those students increasing their time over at their district schools.

Activity night continues to be a program that students who maintain at least 85% on level without any incidents look forward to participating in the program. The HOTSTUFF after school program takes place on Wednesdays and Thursdays this school year. We encourage families to register their child(ren) to participate in this after school program.

**PAEC Academy at St. Domitilla**

PAEC Academy had a Dentist come to school on January 11<sup>th</sup>. Fourteen of our students took advantage of this opportunity.

We are busy measuring our eighth graders for caps and gowns. Our eighth grade students and graduation committee are busy planning the ceremony. Graduation will be May 31<sup>st</sup>, at 6:30 PM, in the St. Domitilla gym. Our eighth graders, also known as the "G8 Ones", are very excited.

Our Social Worker is setting up Parent tours at PAEC Center, Proviso East, Proviso West, and West Leyden. Parents will have an opportunity to see the High School Program their child will be attending. Once these tours are set up, we will be scheduling the eighth grade transition meetings. The eighth grade field trip will be in May at Dave and Busters.

A fundraiser selling Krispy Kreme donuts will take place in February. Money raised will be used to purchase a charging station for our Chrome Books and iPads. Donuts will be picked up in March during Parent/Teacher Conferences. We will also be raffling baskets of items donated by staff. This money will also help fund technology needs.

**PAEC Center**

PAEC Center was fortunate to receive a \$5000 donation from Rivers Casino, thanks to Ms. Ivy Weingardt for working so hard with the Rivers Casino in receipt of the donation on Wednesday, January 11<sup>th</sup>. The very next day, Mr. John Ainslie, from the Northlake Knights of Columbus, delivered a check for \$750, due to the volunteering of PAEC Center staff for the annual Tootsie Roll drive back in September of 2016.

There are 8 classes using the "Unique Curriculum", along with, "News 2 You", to teach students current events while incorporating reading, math, social studies, writing and many other skills included in the curriculum. The program incorporates data collection and allows teachers to focus on content that is recorded as the students move from level to level. At the Transition level, the Lexia program has been incorporated. Transition plans are prepared for all students 14.5 years of age, with appropriate goals and objectives preparing them for life after PAEC. Due to the late start days each month, there is time to review with staff the expectation of high quality education, updating the curriculum, discussing interventions, and listening to the staff's ideas of how progress can be increased throughout the school year.

Staff and students are in the process of researching, planning and preparing for PAEC Center's annual Black History Fair, which will take place in the PAEC Center gym on February 22, 2017, from 9:30-2:30 PM. All parents and other programs are invited to come and view the displays. The theme for the 2016-17 school year is "Current African-American Musicians". There will be a lot of great music heard this day and we are looking forward to all the great presentations.

PAEC Center administration wants to thank all those who work so hard every day and continue to donate their time and expertise to the PAEC Center students and their families.

**PAEC Center Vocational Program/Transition Program**

Transition program is growing stronger than ever. There are currently 10 students competitively employed in the community. The employment of students also includes students who have recently graduated since the teachers and vocational coordinator stay in contact for at least 2-3 years after completion of the PAEC Program. Due to seasonal positions, one student was not hired after the season was over, but is back on track to find employment at Brookfield Zoo. The student worked competitively at Brookfield Zoo last year, as the position at the zoo is also seasonal.

One of the newest competitive hiring sites is at "Bargains in a Box", as there are now 5 students competitively employed through this company. The student that was hired most recently will be working in the warehouse noting inventory where his strengths can be utilized.

In regard to student volunteer sites (students are out in the community from ages 14.5-22), all sites are running effectively during the week. Catholic Charities has allowed us to volunteer twice a week and the students really enjoy this opportunity.

The Village of Maywood has agreed to allow students to come to their facilities. At this time, the students are anxiously awaiting the days and times they will be volunteering. Once the days and times have been established, the responsibilities will be discussed and the number of students that can volunteer will be established.

Officer Bolden is also working with the PAEC Center Vocational Coordinator to set up a Village of Maywood volunteer day. At this event, the volunteers will be painting, planting, cleaning and will be part of the "beautification" program for the Village of Maywood.

**PAEC Therapeutic Day High School**

Mr. Walker completed requirements to Northeastern Illinois University in order to designate the PAEC site as a cohort location. Effie Kritikos (Professor and Interim Chair, Counselor/Special Education) had to resubmit an application for approval. For the application, it was imperative to demonstrate that PAEC facilities can offer a comparable site for higher education than that of Northeastern Illinois University through a cohort model. The application process takes about six months for approval, so we would look to offer the cohort in either spring or fall of 2017. Now that the E-Rate Grant has been approved, this new information was resubmitted with the application.

Mr. Omar Yamini returned to PAEC High School to visit students during our lunch period block. This was a casual appearance and students were delighted for the opportunity to engage with Mr. Yamini and discuss his life experiences. Within the small group setting, students were engaged and eager to reflect on their own experiences, beneficial to personal development.

On Wednesday, January 25<sup>th</sup>, students were taken out for the Honor Roll/Perfect Attendance Breakfast at Denny's, located in Oak Park, IL. The ceremony celebrated the success of the second quarter students who have gone above and beyond expectations. We had many students achieve this honor for the second time this year. Our students had a great time and were very appreciative of the honor. Due to the outstanding behavior exhibited by our students, a manager at Denny's discussed job opportunities for two of our students which resulted in job offers the following week.

Discussed the prospect of collaborating with the Humana Impact Group, on their direct giving campaign which includes the decommission of lap tops, go fund me/events, and grant requests to outside agencies such as Best Buy and Walgreens. Humana has a direct giving program and they would like PAEC High School to be listed so that employees may donate. To this point, Humana has committed to partner and adopt PAEC High School for giving and volunteer endeavors.

**PAEC Alternative High School Vocational Program**

The Hilton Hotel Training Program started the second semester. Students continue to be placed in culinary, engineering, and housekeeping. Three shifts occur Monday through Thursday, with students attending one, two, or four days a week, dependent on their academic and vocational needs. We currently have 21 students participating.

The PAEC Custodial Program has also resumed for the second semester, with 4 students participating, Monday through Thursday.

The PAEC lunch program continues with 2 workers.

The clerical program continues with 2 workers.

The school store continues with 1 worker.

Ms. Pietrowski continues to work with students to complete their transition planning questionnaire and interview. She also develops the IEP goals/transition plan with each student in preparation for their annual reviews.

Ms. Pietrowski meets regularly with seniors working on post-secondary education goals, as well as all other grade level students as needed.

Ms. Pietrowski will begin scheduling second semester field trips based on students' transition goals.

We have introduced Apex as a class and are at full capacity with 15 students enrolled in a course.

Previous Student/Graduate updates - Ms. Pietrowski continues to email job leads.

Mr. Loving provides students seeking employment with job leads.

**PAEC Intervention Team**

**District 87**

Jefferson Elementary School

A Behavior Coach that was assigned to a classroom has been phased out. The student's behavior has improved enough so that additional behavior support is no longer needed. Another Behavior Coach just began initial observations in a classroom. There is a student who has frequent refusals and sometimes has left the classroom. The classroom teacher has been out for several weeks, so the coach is working with the substitute and the PA.

Sunnyside Elementary School

Behavior support by a PAEC coach to a classroom is being reduced because of overall improvements in students' behavior. Data is being collected to determine if student behavior remains on task when the coach is not in the classroom.

Whittier Elementary School

A Behavior Coach is helping implement a STOIC behavior plan for a student. Behavior data collection is showing a decrease in escalating behavior and an increase in following class rules. Direct behavior coach support has been decreased to two half days a week.

**District 89**

Roosevelt Elementary School

One Behavior Coach continues to provide daily class-wide behavior support, and individual monitoring of one student in a classroom. Two other coaches are assigned to another classroom and they alternate coverage to provide class wide support, using CHAMPS and First Step components.

**District 93**

Hillside Elementary School

A Behavior Coach has been assigned to a classroom to assist in monitoring a student with challenging behaviors. A preliminary STOIC behavior plan has been implemented, and a First Step Next intervention was started before the winter break, with the school psychologist serving as the FSN behavior coach. The student, teacher, peers and parents are involved in the intervention.

**District 209**

Proviso East and Proviso West High Schools

The behavior interventionists at both Proviso EAST and WEST participate in 3 student groups that meet twice a week. These students were identified by Deans and Counselors and were told that participation was mandatory. Currently, the PAEC Behavior Coach at East has 23 students on his caseload and the Coach at West has 20. At East 75% of these students are seen one to four times per month. At West, 65% of the students on the caseload are seen two to five times per month.

The monthly summary report submitted by the Behavior Coach at East lists 56% of the caseload students improving their GPA in January. At West it was 68% of the students. Only one student of the 23 at East received a behavior referral this month. At West two students received referrals.

**First Step – PreK Research Program**

The two PreK FSN coaches continue to offer program support to the teachers now implementing the intervention in the four classrooms selected for intervention. All four students have demonstrated significant behavioral gains. The coaches also continue to obtain research data from the 6 control group classrooms that are not receiving the intervention this school year.

**PAEC Academy**

A student's one-on-one was replaced and his adjustment to the new PA has been challenging. The PAEC Behavior Coach who worked with him in the past has been assigned to help stabilize the situation and train the new Aide.

**PAEC OT/PT Department – Dr. Julia Barnicle, Lead OT/PT Therapist**

We continue to work on the process of setting up the donated TV in the OT/PT Gym for use as an interactive media center. The project groups have begun working on their assignments which include TV Interactive, Virtual Reality, Power Wheelchairs/Go Baby Go, Danielson Evaluations, Rtl Box & Handwriting Without Tears, Website Information for OT/PT

Department, Professional Development Planning for Next Year, and Therapeutic Exercises Programs.

We have given notice to University of Illinois of Chicago that we will take an OT student in January of 2018. We are currently in the process of becoming a site for OT students from Lewis University once they begin their OT program.

Our AT Team has been working on a new referral process to include the SETT Framework. The Sett Framework is a tool that assists teams in gathering and organizing information that can be used to guide collaborative decisions about services that foster the educational success of students with disabilities.

The Lead OT/PT/AT attended the Management Meeting on 1-13-17 from 12:00 - 3:00 PM.

We had our monthly OT/PT Departmental meeting on 1-19-17 from 11:30 AM - 1:30 PM.

**PAEC Speech/Language Department - Ms. Ann Coenen, Lead S/L Therapist**

The Speech/Language Department had a meeting on January 26th, from 11 am - 1 pm, in the PAEC Center Board Room. Updates for the department, change for District 87 grade level centers, announcements, and questions were covered.

The S/L, OT, PT, and nursing departments will be hosting, Gary Watkins, to provide American Red Cross CPR/First Aid certification on Friday, February 10<sup>th</sup>, at the PAEC Transition Center, from 8 am - 3:30 pm.

Several PAEC S/L, OT, and PT's will be attending a 2 day training that is being offered through Star Net, on Transdisciplinary Play Based Assessment by Toni Linder. The training is free and will be held at the Garden Terrace Banquets, in Elk Grove Village on February 7<sup>th</sup> and 8<sup>th</sup>.

The lead SLP will attend the Infinetec meeting on Wednesday, February 22<sup>nd</sup>, at the Marquardt Administration Center, in Glendale Heights.

The next Speech/Language Department meeting will be held on March 9<sup>th</sup>, from 12 to 1 PM, in the PAEC Center Board Room.

The next professional development for the S/L department would be held on Wednesday, March 15<sup>th</sup>, from 9 am - 3 pm. Dr. Lonnie Harris from EBS will be providing our inservice on Fluency, which is approved for ASHA credit.

**PAEC Psychologist Department – Ms. Mary Therese Geary, Lead Psychologist**

District 87 psychologists prepared and shared data spreadsheets for the winter Data Day meetings scheduled for the week of December 19<sup>th</sup>.

Psychologist/Data management coordinator, Emily Adelson, is registered for Stress and Anxiety Disorders in Young Children workshop, in Downers Grove, on January 31, 2017.

Jennifer Orrico and Estefania Rosas will be attending the Transdisciplinary Play Based Assessment workshop in Elk Grove Village February 7<sup>th</sup> and 8<sup>th</sup>, presented by developer Toni Linder.



Several psychologists are assisting at Northlake Middle School and MacArthur Middle School's SOS days, which address suicide prevention. Northlake is scheduled for January 31<sup>st</sup> and February 7<sup>th</sup>; MacArthur is scheduled for February 21<sup>st</sup> and 23<sup>rd</sup>.

MacArthur Middle School psychologist Michael Cermak and Northlake Middle School psychologist Angelo Rivera, attended the parent information meeting, regarding the SOS process the evening of Wednesday, February 25<sup>th</sup>, at NMS. Approximately 30 families were in attendance.

Michael Cermak, Mallory Miller, Angelo Rivera, Jennifer Orrico, Anisa Hussain, Treavon Burton, Jenny Kusy and psychologist intern Paola Gonzalez, are scheduled to attend the Illinois School Psychologists' Association (ISPA) annual conference, in Springfield, from Wednesday, February 1<sup>st</sup> through Friday, February 3<sup>rd</sup>. Topics include: Mental Health Services in MTSS Framework, School Based Threat Assessment, Classroom Coaching, Preventing Cyberbullying, CBT with Anxious Students, and Building Bridges- Alternatives to Suspension. Psychologists will share information from the conference at the next psychologists meeting.

Hillside, District 93, completed winter Fastbridge benchmarking, Wednesday, January 25<sup>th</sup>. Psychologists Dayle Harding and Michael Cermak, along with school psychologist practicum students Ashley McDowell and Kelsie Reed, assisted with the assessment.

**PAEC Social Work Department – Ms. Lisa Pirrello, Lead Social Worker**

Ms. Dockens is currently facilitating 4 Groups this month: Life Skills Group is a group of students who, this month, are working on Cultural Awareness. Students are developing an understanding of terms related to culture; identifying aspects of their own culture, as well as others, and discussing barriers to cultural unity. Students are preparing an original poem and/or reciting a poem related to this topic. Club LEAD, this month, had a presenter from the Everyday Africa Organization who spoke with the students about their organization's work in photo journalism. They discussed misperceptions about culture; how the media plays a role in our ideals and various ways one can become more culturally aware. Calm Classroom, is a new group, students are beginning to learn ways to calm themselves through learning various techniques and integrating these techniques throughout their school day. Key Math Group is a group, whereby twice a week, identifies young students to work with Ms. Dockens on Key Math Interventions.

Ms. Dalrymple is currently facilitating the Check In-Check Out Program, working with students on executive functioning skills, and ways of incorporating organization/homework planning skills into each school day. The Superhero SEL Lessons uses the topic of Superheros to help the students develop prospective taking skills, choice making strategies, and consider consequences of actions. The SEL Lessons are using books by Julia Cook, that cover a variety of topics on health, life skills, social-emotional-behavioral challenges, etc. These books are read aloud with coordinating activities based on the skill being addressed. Ms. Dalrymple, in collaboration with the school counselor, completed a proposal requesting an Erin's Law Sexual Abuse Prevention Program for grades Pre-K to 5<sup>th</sup>. "Think First Stay Safe", has specific lessons for each grade level, as well as information for parents and teachers. A schedule for implementation is currently being developed with the school principal, as well as ways to involve the parents.

Ms. Maurer, during the month of February 2017, will be initiating a program to address "Teen Dating Violence." Currently, Ms. Maurer is preparing packets for the health teachers to incorporate, Teen Dating Violence Awareness into their classes throughout the month of February. Ms. Maurer will be providing information about Teen Dating Violence to the Proviso West student/staff population during announcements each day during February, as well as by hanging posters in all of the bathrooms and any other high student traffic areas. Ms. Maurer will be covering the topic of Teen Dating Violence during her weekly student individual and group sessions.

Ms. Walters has been working closely with Ms. Haritos and Ms. Allen on coordinating and implementing the Elyssa's Mission Program, which supports at risk students and provides resources to prevent student suicide, at Northlake and MacArthur Schools. Additionally, Ms. Walters is facilitating an Advocacy Project in Builders Club, whereby the students have been writing to state representatives and sending post cards for the Women's marches and initiatives, so students understand that they have a voice. Ms. Walters is leading an After School Girl's Group that will be working with female students who were recently involved in fights at school. The goal of this group is to teach communication skills and learn to work together. Additionally, Ms. Walters, will be coordinating the, "Great Kindness Challenge", with the Student Ambassadors. This group will be planning the assemblies to recognize MacArthur students who have been selected as, "Student of the Month", and those that have been recognized for other notable accomplishments.

Ms. Carlos is currently facilitating a Promoting Alternative Thinking Strategies Social Skills Group for her 3 Cross Categorical classrooms, twice per month, as well as a Social Skills Center, once per month in the Cross Categorical classrooms and twice per month in the Autistic classroom. Additionally, Ms. Carlos facilitates a Play Group in all of her E.C. Classrooms twice per month. Ms. Carlos is preparing for a Parent Night in February on Reading Skills and has been conducting exit outcomes for the PAEC Early Childhood Program.

Ms. Holsten and Mr. Christensen, continue to facilitate Social Skills Groups, whereby during the months of December/January, students learned the relevance of making New Year goals, worked on developing study skills, and the importance of family. Kindergarten Social Skills group is utilizing the PATHS program. Topics covered include: Movement Therapy, Mindfulness, and Feeling Identification. The 3<sup>rd</sup>/4<sup>th</sup> Grade Social Skills group in using the Social Interactive, learning dancing/movement therapy.

Ms. Pirrello and Mr. Hofer, continue to coordinate the monthly, Substance Abuse Class, with a representative from the Wayback Inn. Students who have been identified by the PAEC Nurse, as coming to school under the influence throughout the month, are required to attend the Substance Abuse Class. The goal is to reduce the number of student substance abuse incidences. So far, this program appears to be accomplishing its goal. The total number of students who were required to attend this monthly group has been slowly decreasing (October 2016 – 13 students identified; November 2016 – 5 students identified; and December 2016/January 2017 - 5 students identified).

#### **PAEC Special Olympics**

Tigers 1 and Tigers 2 both did great at the district tournament with both teams winning 1<sup>st</sup> place, great work from the players and the coaches. The Tigers 1 will be going down state on March 17, 2017. We look forward to another great showing at the State Tournament.

Pacers worked very hard this year and finished their season at the district tournament going 1-1, for 3<sup>rd</sup> place. On Tuesday, January 24<sup>th</sup>, they had their season ending party with pizza and talked about how the year went, great work to the players and coaches.

Bulldogs won both of their games at the district tournament and will continue practicing for the state tournament on March 18<sup>th</sup>.

Individual skills athletes' continue to practice for the state tournament as well. We have 2 student athletes that qualified for state, best of luck to them.

### **PAEC HOTSTUFF**

We run HOTSTUFF on Wednesdays and Thursdays from 2:30 to 4:30 PM. Currently, we have 48 children enrolled in the program.

Mrs. Brogan and Ms. Collins-Mular, will be attending class, "Dig-Into School Gardens", sponsored by University of Illinois Extension Program, from 4:30 to 6:30 PM, on March 2<sup>nd</sup>. It is a required class to become eligible for their garden program.

Snap Ed program is going strong with the children working on a gym activity for the first ½ hour and then creating a healthy but delicious snack. They learn how to follow a recipe and measure the ingredients. This month they made healthy veggie shish-kebabs and vegetable stir fry. They are targeting the 3 younger groups. Their sessions will continue to focus on exercise and learning how to prepare a nutritious snack.

Ann Terrell from Loyola's Health Program and her intern will begin a team building group for all of our group 3 boys on Wednesday, February 2, 2017.

PLCCA has begun their groups on Thursdays for the Junior High boys and girls. Their classes focused on team building exercises. They will also focus on topics and issues such as mental health, team building and bullying. Their classes are held from 3:15 until 4:15 PM.

On February 18<sup>th</sup>, the families will participate in a Saturday event to the UIC Women's Flames game. Our families and staff like attending the women's games because they can sit up front courtside.

## **XI. UNFINISHED BUSINESS/OLD BUSINESS**

None at this time.

## **XII. NEW BUSINESS**

### **A. FMLA Requests**

#### **1. Ms. Keva Brown**

Ms. Brown, Program Assistant, has requested a leave under FMLA due to the upcoming birth of her child. She is requesting her leave begin on February 6, 2017 through March 7, 2017. She will be using her accrued sick days.

#### ***Recommended Motion:***

**I move to approve the FMLA request of Ms. Brown, beginning February 6, 2017 through March 7, 2017, due to the upcoming birth of her child. She will be using her accrued sick days, as presented.**

2. Ms. Lagel Gilmore

Ms. Gilmore, Program Assistant, has requested a leave under FMLA due to medical reasons. She is requesting her leave begin on January 9, 2017 through February 10, 2017. She will be using her accrued sick days.

***Recommended Motion:***

**I move to approve the FMLA request of Ms. Gilmore, beginning January 9, 2017 through February 10, 2017, due to medical reasons. She will be using her accrued sick days, as presented.**

3. Mr. Richard Theis

Mr. Theis, Director of Building and Grounds, has requested a leave under FMLA due to medical reasons. He is requesting his FMLA leave begin on January 24, 2017 through February 14, 2017. He will be using his accrued sick days

***Recommended Motion:***

**I move to approve the FMLA request of Mr. Theis, beginning January 24, 2017 through February 14, 2017, due to medical reasons. He will be using his accrued sick days, as presented.**

B. Fundraising

PAEC Center raised \$750 dollars through the sales of a Tootsie Roll Drive with the Knights of Columbus. This amount will be added to their Activity Fund.

***Recommended Motion:***

**I move to accept the amount of \$750 dollars raised through a Tootsie Roll Drive with the Knights of Columbus and PAEC Center. This amount will be added to their Activity Fund as presented.**

C. Donation

PAEC Center received a donation from Rivers Casino in the amount of \$5,000 dollars. The donation is to be used on Smart Board(s) and other education and technology advancements at PAEC Center.

***Recommended Motion:***

**I move to accept the donation from Rivers Casino in the amount of \$5,000 dollars to be used on the purchase of Smart Board(s) and other education and technology advancements at PAEC Center, as presented.**

D. PAEC Policies – First Reading/Adoption

PAEC attorney, Mr. Sraga, has reviewed the attached policies provided by IASB. There are a few minor changes in wording; I am recommending that the Board conduct a first reading on the following PAEC Policies:

School Board:

2:125 – Board Member Compensation; Expenses

2:200 - Types of School Board Meetings

2:220 - School Board Meeting Procedure

Operational Services:

4:60 – Purchase and Contracts

4:175 - Convicted Child Sex Offender; Screening; Notifications

Personnel

- 5:10 - Equal Employment Opportunity and Minority Recruitment
- 5:100 – Staff Development Program
- 5:125 – Personal Technology and Social Media; Usage and Conduct
- 5:185 – Family and Medical Leave
- 5:190 - Teacher Qualifications
- 5:250 – Leaves of Absence
- 5:260 – Student Teachers
- 5:280 – Duties and Qualifications
- 5:330 - Sick Days, Vacation, Holidays, and Leaves

Instruction

- 6:50 – School Wellness
- 6:340 – Student Testing and Assessment Program

Students

- 7:60 – Residence
- 7:70 – Attendance and Truancy
- 7:250 – Student Support Services
- 7:260 – Exemption from Physical Education
- 7:305 – Student Athlete Concussions and Head Injuries
- 7:310 – Restrictions on Publications; Elementary Schools
- 7:315 – Restrictions on Publications; High Schools

Community Relations

- 8:30 – Visitors to and Conduct on School Property
- 8:70 – Accommodating Individuals with Disabilities

***Recommended Motion:***

**I move to conduct a first reading and adoption of the updated/revised PAEC Policies #'s 2:125 – Board Member Compensation; Expenses, 2:200 – Types of School Board Meetings, 2:220 – School Board Meeting Procedure, 4:60 – Purchase and Contracts, 4:175 - Convicted Child Sex Offender; Screening; Notifications, 5:10 – Equal Employment Opportunity and Minority Recruitment, 5:100 – Staff Development Program, 5:125 - Personal Technology and Social Media; Usage and Conduct, 5:185 – Family and Medical Leave, 5:190 -Teacher Qualifications, 5:250 - Leaves of Absence, 5:260 - Student Teachers, 5:280 - Duties and Qualifications, 5:330 - Sick Days, Vacation, Holidays, and Leaves, 6:50 - School Wellness, 6:340 - Student Testing and Assessment Program, 7:60-Residence, 7:70 – Attendance and Truancy, 7:250 – Student Support Services, 7:260 – Exemption From Physical Education, 7:305 – Student Athlete Concussions and Head Injuries, 7:310 – Restrictions on Publications; Elementary Schools, 7:315 – Restrictions on Publications; High Schools, 8:30 – Visitors to and Conduct on School Property, 8:70 – Accommodating Individuals with Disabilities, as presented.**

E. Employment/Resignations/Terminations

\*Employment:

- Jose Alvarado, 1:1 PA, PAEC Programs, \$8,847, effective 1/30/17 – 6/2/17
- Markeshia Jones, Program Assistant, PAEC Programs, \$9,611, effective 1/17/17 – 5/31/17
- Jacquese Robinson, 1:1 PA, PAEC Elementary, \$9,611, effective 1/17/17 – 5/31/17

***Recommended Motion:***

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

\*Resignations:

Beatrice Flowers, Program Assistant, PAEC Elementary, effective 1/13/2017.

***Recommended Motion:***

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

\*Terminations:

***Recommended Motion:***

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

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

Appointment of Executive Director, effective, July 1, 2017.

***Recommended Motion:***

**I move to approve the appointment of Executive Director, effective, July 1, 2017, as presented.**

**XIV. BOARD CORRESPONDENCE**

None at this time.

**XV. CLOSED SESSION**

***Recommended Motion:***

**I move to convene into Closed Session under section 2 (C)(1) of the Open Meetings Act at \_\_\_\_\_ PM to discuss the employment, compensation, discipline, performance, or dismissal of specific employee(s) of the public body as presented.**

**XVI. ADJOURNMENT**

***Recommended Motion:***

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