

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 9:00 AM
AUGUST 30, 2023
AGENDA**

- I. ROLL CALL
- II. AUDIENCE PARTICIPATION
- III. APPROVAL OF GOVERNING BOARD MINUTES

Recommended Motion:

I move to recommend to the Governing Board to approve the minutes from July 26, 2023 as presented.

- IV. PAEC FY'24 FINAL BUDGET
 - A. PAEC Budget Resolution

Recommended Motion:

I move to recommend to the Governing Board to approve the resolution for the PAEC FY'24 Budget as presented.

- B. FY'24 Final Budget Approval

Recommended Motion:

I move to recommend to the Governing Board to approve the PAEC FY'24 final budget as presented.

- V. APPROVAL OF CONSENT AGENDA

Recommended Motion:

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

- VI. Approval of Payroll
Confirmation of payroll (excluding required employer deduction)

**PAYROLL AGENDA
JULY 2023**

	<u>GROSS</u> <u>7/14/2023</u>	<u>FICA</u> <u>11/10/1906</u>	<u>RETIREMENT</u> <u>7/14/2023</u>	<u>BENEFITS</u> <u>7/14/2023</u>	<u>TOTAL</u> <u>7/14/2023</u>
Education Fund	\$ 43,774.11	\$ 2,648.86	\$ 2,673.34	\$ 7,118.30	\$ 56,214.61
Building Fund	\$ 16,240.16	\$ 1,236.53	\$ 666.87	\$ 2,927.07	\$ 21,070.63
TOTALS	\$ 60,014.27	\$ 3,885.39	\$ 3,340.21	\$ 10,045.37	\$ 77,285.24

	<u>GROSS</u> <u>7/31/2023</u>	<u>FICA</u> <u>7/31/2023</u>	<u>RETIREMENT</u> <u>7/31/2023</u>	<u>BENEFITS</u> <u>7/31/2023</u>	<u>TOTAL</u> <u>7/31/2023</u>
Education Fund	\$ 41,791.25	\$ 2,497.17	\$ 2,588.67	\$ 7,520.42	\$ 54,397.51
Building Fund	\$ 16,278.18	\$ 1,239.44	\$ 661.45	\$ 3,127.66	\$ 21,306.73
TOTALS	\$ 58,069.43	\$ 3,736.61	\$ 3,250.12	\$ 10,648.08	\$ 75,704.24

	<u>GROSS</u> <u>7/14/2023</u>	<u>FICA</u> <u>7/14/2023</u>	<u>RETIREMENT</u> <u>7/14/2023</u>	<u>BENEFITS</u> <u>7/14/2023</u>	<u>TOTAL</u> <u>7/14/2023</u>	SUMMER SCHOOL
Education Fund	\$ 177,270.43	\$ 7,683.91	\$ 4,662.80	\$ 0.00	\$ 189,617.14	
TOTALS	\$ 177,270.43	\$ 7,683.91	\$ 4,662.80	\$ -	\$ 189,617.14	

	<u>GROSS</u> <u>7/14/2023</u>	<u>FICA</u> <u>7/14/2023</u>	<u>RETIREMENT</u> <u>7/14/2023</u>	<u>BENEFITS</u> <u>7/14/2023</u>	<u>TOTAL</u> <u>7/14/2023</u>	SUMMER CAMP
Education Fund	\$ 7,633.28	\$ 428.40	\$ 250.17	\$ 0.00	\$ 8,311.85	
TOTALS	\$ 7,633.28	\$ 428.40	\$ 250.17	\$ -	\$ 8,311.85	

Recommended Motion:

I move to recommend to the Governing Board to approve Payroll as presented.

VII. Approval of Bills

1. P-Card Payable Listing- Information is attached. (Voucher #1027)
2. Payable Listing- Information is attached. (Voucher #1028)
3. Payable Listing- Information is attached. (Voucher #1029)

Recommended Motion:

I move to recommend to the Governing Board to approve the Bills as presented.

VIII. NEW BUSINESS

A. Approval of Employment/Resignations/Terminations

Employment

Donisha Coleman, Behavior Interventionist, Proviso East, \$21,704, effective 8/16/23
Abraham Arce, Perm Sub-Teacher, PAEC Academy, \$44,875, effective 8/16/23
Belinda Perryman, Behavior Interventionist, Proviso East, \$23,410.92, effective 8/16/23
Lynn Maloley, Perm Sub Computer Teacher, PAEC High School, \$45,913, effective 8/16/2023
William Hesslau, Behavior Interventionist, Proviso West, \$36,073.92, effective 8/16/23
Janyce Simmons, Teacher, PAEC Elementary, \$52,507, effective 8/16/23
Floyd Battle, Security Monitor, PAEC Programs, \$23,246, effective 8/16/23
Lucille Bell, Program Assistant, PAEC High School, \$23,784, effective 8/16/23
Daniel Scully, Perm Sub-Teacher, \$44,875, effective 8/16/23
Leah Strickland, Perm Sub-PA, PAEC Academy, \$23,784, effective 8/16/23
Naquita Williams, Behavior Interventionist, East, \$22,908.92, effective 9/123
Troy Farmer, Program Assistant, PAEC High School, \$28,263, effective 8/16/23
Thomas Mallard, 1:1 Program Assistant, Lindop #92, \$28,916, effective 8/16//23
LaShon Rutledge, 1:1 Program Assistant, PAEC Center, \$27,119, effective 8/16/23
Chance Manzo, Teacher, PAEC Center, \$50,159, effective 8/16/23
Sonya Prater, Perm Sub-Teacher, PAEC Center, \$44,875, effective 8/16/23
Williamson, Patrina, Perm Sub-Teacher, PAEC EC, \$47,675, effective 8/16/23
Serrano, Niane, Social Worker, PAEC Elementary, \$47,599, effective 8/16/23
Tearry Burns, Program Assistant, PAEC Center, \$22,206, effective 8/23/23
Wayne Peterson, Teacher, PAEC Center, \$71,686, effective 8/23/23
Bianca Allen, Behavior Intervention, Lindop, \$23,410.92, effective 8/16/23

Resignations

Thelma Segbawu, Occupational Therapist, Whittier, effective 7/31/23
Hallema Smith, Speech/Language Pathologist, McKinley, effective 6/5/23
Maria Contreras, 1:1 Program Assistant, District #87, effective 8/14/23
Dana Gutmann, Social Worker, PAEC High School, effective 8/9/23
Kimberly Gomez, 1:1 Program Assistant, PEHS, effective 8/28/23
Kim Serio, Program Assistant, PAEC Academy, effective 8/11/23

Termination

Abraham Arce, Program Assistant, PAEC Center, effective 6/2/23 (reassigned)
Belinda Perryman, Program Assistant, PAEC Center, effective 6/2/23 (reassigned)
Lynn Maloley, Perm Sub-Teacher, PAEC High School, effective 8/3/23 (reassigned)
William Hesslau, Program Assistant, PAEC Elementary, effective 6/2/23 (reassigned)
Chance Manzo, Perm Sub-Teacher, PAEC Center, effective 8/16/23 (reassigned)
Troy Farmer, Job Coach, PAEC Center, effective 8/16/23 (reassigned)
Thomas Mallard, 1:1 Program Assistant, District 209, effective 8/16/23 (reassigned)
LaShon Rutledge, 1:1 Program Assistant, PAEC Academy, effective 8/16/23 (reassigned)
Patrina Williamson, Program Assistant, PAEC EC, effective 7/27/23 (reassigned)
Niane Serrano, Social Work Intern, PAEC Elementary, effective 6/2/23 (reassigned)
Sonya Prater, Program Assistant, PAEC Center, effective 8/16/23 (reassigned)
Bianca Allen, 1:1 Program Assistant, PAEC Center, effective 8/16/23 (reassigned)

Recommended Motion:

I move to recommend to the Governing Board to approve the Employment, Resignation, and Terminations as presented.

B. Contractual Agreements

1. Aequor Healthcare Services, LLC bill rates are:

- Speech Language Pathologist \$80 per hour
- Occupational Therapist \$80 per hour
- Physical Therapist \$80 per hour
- School Psychologist \$115 per hour
- BCBA \$90 per hour
- RN \$80 per hour
- LPN \$70 per hour
- CNA \$55 per hour
- Social Worker \$75 per hour

Recommended Motion:

I move to recommend to the Governing Board to approve the contractual agreement between Aequor Healthcare Services, LLC and Proviso Area for Exceptional Children. The bill rates are \$80 per hour for Speech/Language Pathologist, Occupational Therapist, and Physical Therapist, \$115 per hour for School Psychologist, \$90 per hour for BCBA, \$80 per hour for RN, \$70 per hour for LPN, \$55 per hour for CNA and \$75 per hour for Social Worker as presented.

2. Pioneer Healthcare Services, LLC bill rates are:

- Speech Language Pathologist-CCC \$85-100 per hour
- Speech Language Pathologist-CFY \$70-80 per hour
- Speech Language Pathologist-Asst \$63-68 per hour
- Occupational Therapist \$80-90 per hour
- Certified Occupational Therapist Asst \$65-70 per hour
- Physical Therapist \$80-90 per hour
- Physical Therapist Asst \$65-70 per hour
- School Psychologist \$95-110 per hour

Recommended Motion:

I move to recommend to the Governing Board to approve the contractual agreement between Pioneer Healthcare Services, LLC and Proviso Area for Exceptional Children. The bill rates are \$85-100 per hour for Speech Language Pathologist-CCC, \$70-80 per hour for Speech Language Pathologist, \$63-68 per hour for Speech Language Pathologist Assistant, \$80-90 per hour for Occupational Therapist, \$65-70 per hour for Certified Occupational Therapist Assistant, \$80-90 per hour for Physical Therapist, \$65-70 per hour for Physical Therapist Assistant, \$95-110 per hour for School Psychologist as presented.

3. Jelani Educational Services, LLC-Damien Antwine

Recommended Motion:

I move to recommend to the Governing Board to approve the contractual agreement between Jelani Educational Services, LLC for Mr. Damien Antwine (School Psychologist) and Proviso Area for Exceptional Children for the 2023-2024 year. The bill rate will be \$1,000 per case for cognitive and academic assessments, \$175 per case for evaluation of social-emotional functioning and behavior rating scale, \$200 per Eligibility Meeting and \$150 per PDM or Domain Meeting as presented.

4. Spotter

- Liliana DeLeon (Speech Language Pathologist) \$85 per hour
- Dianna Stephens (Social Worker) \$83 per hour

Recommended Motion:

I move to recommend to the Governing Board to approve the contractual agreement between Spotter and Proviso Area for Exceptional Children for Ms. Liliana DeLeon (Speech Language Pathologist) at the bill rate of \$85 per hour and for Ms. Dianna Stephens (Social Worker) at the rate of \$83 per hour for the 203-2024 year as presented.

5. RCM-Mary Kersemeier

Recommended Motion:

I move to recommend to the Governing Board to approve the contractual agreement between RCM for Ms. Mary Kersemeier (Speech Language Pathologist) and Proviso Area for Exceptional Children for the 2023-2024 year at the rate of \$76.50 per hour as presented.

6. Foxhire-Erynn McCray

Recommended Motion:

I move to recommend to the Governing Board to approve the contractual agreement between Foxhire for Ms. Erynn McCray (Social Worker) and Proviso Area for Exceptional Children for the 2023-2024 year at the rate of \$82 per hour and \$123 per hour for overtime as presented.

7. Maxim-Agreement Addendum

- Licensed Practical Nurse (LPN) \$75 per hour
- Registered Nurse (RN) \$85 per hour

Recommended Motion:

I move to recommend to the Governing Board to approve the Agreement Addendum between Maxim Healthcare Services and Proviso Area for Exceptional Children for Licensed Practical Nurse (LPN) and Registered Nurse (RN) as presented.

C. PLCCA Agreement 23-24

PLCCA will like to continue with the Gun Violence Prevention Program for PAEC High School students for the 2023-2024 School year. The program will begin on August 21, 2023 through May 29, 2024. This program will take place weekly on Tuesday, Wednesday, and Thursday from 9:00 AM -12:30 PM.

Recommended Motion:

I move to recommend to the Governing Board to approve the 2023-2024 agreement between PLCCA and Proviso Area for Exceptional Children for the Gun Violence Prevention Program at PAEC High School to take place August 21, 2023 through May 29, 2024 as presented.

D. Stipends

1. Certified Teacher/Mentor- \$870.40

- Elizabeth Zeman-Brogan
- Julie Lukac
- Christine Webb
- Donna Haney
- Ellen Braunshausen
- Paula Parat
- Debbie Eyasu
- Susan Pelafas
- Christine Christianson
- Chris Rentas

Recommended Motion:

I move to recommend to the Governing Board to approve the Stipends for Certified Teacher/Mentors at \$870.40 for the 2023-2024 year-- Ms. Elizabeth Zeman-Brogan, Ms. Julie Lukac, Ms. Christine Webb, Ms. Donna Haney, Ms. Ellen Braunshausen, Ms. Paula Parat, Ms. Debbie Eyasu, Ms. Susan Pelafas, Ms. Christine Christianson, and Chris Rentas as presented.

2. Time Sitting Supervisor- \$3,500

- Roshune Pechacek
- Cynthia Lorek

Recommended Motion:

I move to recommend to the Governing Board to approve the Stipends for Late Night Supervisors at \$3,500 for the 2023-2024 year-- Ms. Roshune Pechacek and Ms. Cynthia Lorek as presented.

3. Job Coach

- Tina Murphy
- Amanda Corso
- Mariela Vazquez

Recommended Motion:

I move to recommend to the Governing Board to approve the Stipends for Job Coach at \$870.40 for the 2023-2024 year-- Ms. Tina Murphy, Ms. Amanda Corso and Ms. Mariela Vazquez as presented.

E. K.C.W Environmental Conditioning

1. Comprehensive HVAC Maintenance Agreement-PAEC Center 1000 Van Buren

Recommended Motion:

I move to recommend to the Governing Board to approve the Contractual Agreement between KCW Environmental Conditioning and Proviso Area for Exceptional Children for Full HVAC Maintenance Coverage at 1000 Van Buren at a cost of \$20,500 annually as presented.

2. Comprehensive HVAC Maintenance Agreement-1636 S. 10th Ave

Recommended Motion:

I move to recommend to the Governing Board to approve the Contractual Agreement between KCW Environmental Conditioning and Proviso Area for Exceptional Children for Full HVAC Maintenance Coverage at 1636 S. 10th Ave at a cost \$20,976 annually as presented.

F. UIC- Jane Addams College of Social Work Internship (Dominic Thomas)

Recommended Motion:

I move to recommend to the Governing Board to approve the Agreement between UIC-Jane Addams School Social Work and Proviso Area for Exceptional Children for the internship of Mr. Dominic Thomas for the 2023-2024 school year

G. West40 School Emergency and Crisis Response Plan 2023-2024

Recommended Motion:

I move to recommend to the Governing Board to approve the 2023-2024 West40 School Emergency and Crisis Response Plan as presented.

IX. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

A. Projected District Child Count 2023-2024

Information is attached.

B. Projected Enrollment and Classroom Staffing Patterns 2023-2024

Information is attached.

C. Initial Referrals

There were no referrals for the month.

D. Police Report

There were no reports this month

E. PAEC Activity Fund Summary

Information is attached.

F. DuPage/West Cook Report

There was no additional information for the month.

G. Technology Updates

The IT department has spent most of July preparing devices for students, staff, and service members. Starting this week, we'll distribute the devices to students and teachers in their classrooms. Service Members will pick up their devices in the 3rd week of August, once they return.

We are continuing to purchase items for each program throughout August. Most likely we will receive devices after the start of the school year. We are also working on installing a new HVAC system in collaboration with Buildings and Grounds. This involves running a data ethernet cable from our High School Server room to the front High School office and setting up static IP addresses for the HVAC system to ensure smooth functionality and connectivity.

The technology department continues to address help tickets promptly.

H. PAEC Welcome Back

PAEC Staff will be returning for the 2023-2024 school year on Wednesday, August 16, 2023. Several training sessions will take place during the first three days and for a half day on Friday, August 25th, 2023.

I. PAEC Staff Longevity

Information is attached to the board packet.

J. Natural Landscaping

K. Request to Attend Conference/Meeting

1. Dr. Michael Cermak (Lead School Psychologist) is requesting to attend the Illinois State University Supervision Conference on September 15m 2023 in Bloomington, IL. This is a free conference.

2. Ms. Kristin Lockwood (Occupational Therapist) is requesting to attend the Star Net Conference in Elk Grove Village on September 6-7, 2023. This is a free conference and the topic is TPBA-2.

L. 1:1 Program Assistant Options

M. CIBS Training for Principals

N. Fingerprinting/Background

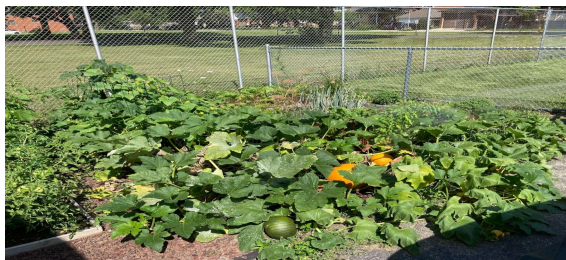
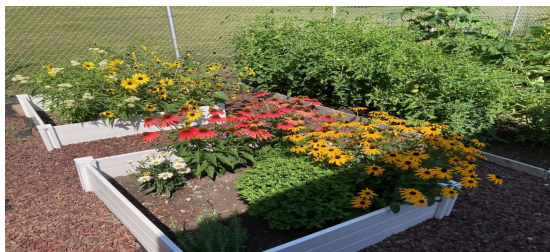
O. Need for BCBA

P. PAEC Improvements

The entrance at PAEC Academy has received beautification treatment over the summer break.



Q. PAEC Center Garden



R. PAEC Business Department Updates
Dr. Paul Starck-King, Interim CFO/CSBO

Human Resources (HR) Department

- Attended SELF Summer Seminar 7/25/23 at Gallagher
- Onboarded (including background checks, new hire paperwork, benefits presentation, contract production) 17 new hires (13 perm, 4 contract)
- Began audit on yearly ACA report (entails audit of correct info and codes for employees & dependents for massive IRS report)

Buildings & Grounds (B&G)

Summer cleaning is in progress and on schedule. Summer projects are in progress as follows; Main entrance (3A) to PAEC Therapeutic High School doors have been replaced. Electrostatic painting will occur in the coming months. KCW replaced the R.T.U. (roof top units) over the PAEC Therapeutic High School gym. The units serve the gym and office spaces. StoneHard removed carpet at PAEC Center offices B1 & B5 and installed epoxy flooring

S. PAEC Program Updates

PAEC Early Childhood Program

The Early Childhood program welcomes Anna Mouritsen back to the EC Center after working at Hillside for the last few years. She will be taking over the teaching position that was vacated a year ago when Char Marshall retired. Claudia Carranza is returning as well as a classroom assistant and will be working with Patrina Williamson who vacated the PA position when she graciously accepted to step in as our 4th EC teacher. The teacher position opened up over the summer when one of our other teachers resigned. She will only be in that position for half the year because she will be student teaching the second half of the school year. We are very excited for Patrina as she comes close to finishing her Master's program through Grand Canyon University.

We are also welcoming a new program assistant to Christine Webb's room. Her name is Laura Martinez. She comes to us with many years of experience working with preschool age children in different settings. I am very excited to have such a strong and experienced team in the EC program. Finally, we are starting out the year short with only one staff member. We are still looking to hire a 1:1 aide.

PAEC Therapeutic Day Elementary School

We are preparing for the start of school by verifying district registration and making sure all parents have registered at PAEC Elementary. We sent out multiple reminders throughout the summer to ensure parents were aware of the registration procedures.

The staff will start the school year by completing various required trainings including Crisis Prevention Intervention. The staff will spend all three teacher institute days in training. The staff will also review spring FastBridge benchmark data to create initial instructional groups.

PAEC Academy at Divine Infants

PAEC Academy is excited for the new school year. Registration is going well, we have 12 not registered in the districts. Many parents are registering online, we will make appointments with parents who need assistance with registering.

Our PAEC Custodian, Armando has done a fantastic job of cleaning the building, it really looks great! The new reading program was delivered and we are working hard to organize all the materials.

We are also welcoming our new kindergarten first-grade teacher Ms. Christine Fultz. She is very excited to be joining our team. We are also welcoming our new P.E. teacher Abraham Arce, who is also excited about his new position. Lashon Rutledge will be joining us as a 1-1 PA.

Upon return, staff will be making sure to assist students in transitioning to their new classrooms. Fastbridge will start shortly after the students have settled in.

PAEC Center

PAEC Center is looking forward to opening days for our students!

Our student garden has been tended by one of our teachers so harvesting vegetables will be on the agenda for our opening days. Teachers will also prepare the beds for fall/winter and decide which plants/flowers to plant.

Our music therapy program will start in the fall as well for our elementary school students. We look forward to bringing an experienced music therapist into PAEC for them!

The Home Living program which was overhauled last year continues this year with high school classrooms. A new stove, toaster and other kitchen items have been purchased to help support this program.

We look forward to welcoming back our staff and students for the upcoming 2023-24 school year and anticipate a great start to the new year.

PAEC Therapeutic Day High School Happenings

Collaboration and teamwork will be the essential key to success for the new school year. The preparation to welcome back and train our staff is being developed. The master teacher schedules have been posted. All students have their schedule ready with their required classes according to their Proviso transcripts. Registration has been open online since June. In-person for extra assistance with appointments began 8/1/23. We will have evening registration hours on August 10, from 1-7 to accommodate parents requiring late afternoon and evening hours.

Transitioning Students
No changes at this time

Maintenance of the building

Our maintenance staff has been working diligently to clean and repair the school for the new school year to begin.

Physical Management	0
Police Calls	0
Restorative Meeting	0

23-24 Anticipated Enrollment
63 Students

X. OTHER/ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE EXECUTIVE BOARD

XI. BOARD CORRESPONDENCE

XII. CLOSED SESSION

Recommended Motion:

I moved 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 a specific employee(s), specific individual(s) who serve as an independent contractor(s), specific volunteer(s) of the Board, or legal counsel for the Board as presented.

Recommended Motion:

I move to return to Open Session at _____ PM.

XIII. NEXT MEETING

The next PAEC Governing Board meeting is scheduled for Wednesday, September 20, 2023.

XIV. ADJOURNMENT

Recommended Motion:

I moved to adjourn the meeting at _____AM for lack of further items to discuss.

MJ/TL