

PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 6:00 PM
JULY 20, 2017

AGENDA

I. ROLL CALL

II. AUDIENCE PARTICIPATION

III. APPROVAL OF GOVERNING BOARD MINUTES

A. June 15, 2017

Recommended Motion:

I move to approve the Governing Board Minutes of June 15, 2017 as presented.

B. June 27, 2017 – Special Governing Board Meeting

Recommended Motion:

I move to approve the Special Governing Board Minutes of June 27, 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>6/15/2017</u>	<u>6/30/2017</u>	<u>TOTAL</u>
Education Fund	956,471.56	1,580,406.80	2,536,878.36
Building Fund	<u>14,301.16</u>	<u>14,517.59</u>	<u>28,818.75</u>
TOTALS	\$970,772.72	\$1,594,924.39	\$2,565,697.11

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 did not have a meeting scheduled in July.

VIII. DuPAGE/WEST COOK REPORT

The DuPage/West Cook Governing Board Briefs from the May 18, 2017 meeting are enclosed for your review.

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. Transitioning Reports
1. PAEC Therapeutic Day Elementary School – There are no transition reports this month.
2. PAEC Therapeutic Day High School – There are no transition reports this month.
- D. Police Reports – Summer School Session
PAEC Therapeutic Day Elementary School – No police reports.
PAEC Therapeutic Day High School – No police reports.
- E. Initial Referrals
Information is attached.
- F. PAEC Activity Fund Summary
Information is attached.
- G. PAEC 2017-18 Budget
Copies of the PAEC Budget are enclosed and have been sent to your District's Superintendent and Business Manger for review. Ms. Debbie Tryon, PAEC Business Manager, will provide a presentation regarding the 2017-18 PAEC Budget during our meeting. We will need to approve the budget during the September Board Meeting. Information is included with the agenda.
- H. PAEC Program Updates
PAEC Business Office – Ms. Debbie Tryon, Business Manager
The IDEA grants for the 2017-18 fiscal year have been submitted to ISBE and we are waiting for final approval of them.

At the end of June, PAEC received the second quarter 2016-17 state reimbursement payments for Personnel Reimbursement (\$493,027.00) and Transportation (\$941,560.29). These reimbursements were vouchered by ISBE in December. The transportation reimbursement was sent to member districts before the end of June as all of this money belongs to districts. The final two quarters of reimbursements have been vouchered by ISBE and we await payments from the Comptroller's office.

Ms. Tryon and the business office are hard at work on preparing year end reports, compiling data for employee locations and calculating new salaries for the new school year. Summer school has been completed and time sheets for employees have been approved and will be paid on July 14, 2017. Ms. Tryon is preparing the final cost sheets for the 2016-17 school year for PAEC and for member districts.

The budget for the new fiscal year will be summarized by Ms. Tryon at the Governing Board meeting this month. Copies of the budget and cost sheets, along with billing summaries were sent to Member District Superintendents and Business Officials before the end of June.

PAEC Early Childhood Program – Summer School Session

Happy Summer from the PAEC Early Childhood Program. As other programs were able to wind down during the month of June, ours continued to be busy. The EC Evaluation team conducted summer diagnostics. The team tested and/or had staffings for 16 children the first 2 weeks of June.

Early Childhood rolled right into summer school and opened with five sections of preschool age children. Our returning EC students have been working on improving their communication, socialization, and exploration skills and are looking forward to putting them

to the test at the Wonder Works Children's Museum. The EC students transitioning into Kindergarten programs have been reading and writing about dinosaurs and look forward to visiting the Dinosaur exhibit at Brookfield Zoo.

PAEC Therapeutic Day Elementary School – Summer School Session

As we close out summer school, the month of June has been filled with continued instruction for our students to keep a continuity of learning. The focus has been on instruction in order to minimize the regression of academic skills over the summer months.

25 students enrolled for summer school. The students have been benefitted from the consistency of classes as they begin to work on class work for his/her upcoming school year.

PAEC Academy at St. Domitilla – Summer School Session

PAEC Academy summer school is going well. Students are busy reviewing previously learned skills in order to aid in retention. The summer school theme was animals and nature. Students have been learning about different animals and their habitats.

Animal Express did a presentation of about five different animals. They brought in live animals, talked about each animal giving specific as to how they live, where they live, and facts about each animal. Students had a chance to see and touch the animals. We also took a field trip to Fullersburg Woods in Oak Brook. Students toured the nature center and hiked a short trail. Students have learned a lot about animals and how they affect the world.

PAEC Center – Summer School Session

PAEC Center has had an extra special Extended School Year celebrating the themes of: Jungle, Down on the Farm and Fairy-Tale week. Each week, the curriculum revolved around one of the three themes.

On June 21st, Krucis International, Mark Vaughn and Company came to entertain and teach the students about the African culture. Mr. Vaughn makes all his own drums and explained the process to the students. His associates taught some dance moves, some of the African language and different common phrases. It was a great presentation and the students really enjoyed it.

On June 28th, Perfect Kids Party group came out and brought their most famous Princess, Snow White, to story-tell and sing some Disney songs. The students asked questions and some were chosen to be part of the story while others sang along. Everyone had a wonderful experience for fairy-tale week.

On June 29th, Parents and visitors were welcome to come and view the PAEC Center annual ESY Art Fair. There were lots of displays that surrounded the three themes.

PAEC Center Vocational Program/Transition Program – Summer Session

This summer has been a great experience for our students who have applied for various jobs as well as had different work site experiences. The Transition program is proudly supporting ten students that are employed in the community. This includes students who have recently completed the Cross Categorical Transition program. Many other students are continuing their training in volunteer positions that are teaching them new skills and providing opportunities to learn. We have several students currently working at Bargain in a Box and will continue to do so. One student has been employed by Hines Family Medical Center. The Transition Team will continue to monitor these work sites and student progress throughout the summer.

PAEC Therapeutic Day High School – Summer School Session

PAEC High School is working on building a partnership with Housing Forward in Maywood. Housing Forward is an organization that provides homeless shelter, free meals and a food pantry for people in need. Mr. Shaylon Walker, Principal, is working with Outreach Manager for Housing Forward, Ms. Tonisha Daniel, to provide community service hours. These hours are needed for high school graduation requirements and can be utilized in our Restorative Justice program. The goal of this partnership is to allow students to be reflective in their decision making and to also understand the importance of giving back to their community.

For the cohort scheduled to begin in the fall of 2017, candidates scheduled to register for the PAEC LBS I Master's program were approved for a special tuition of \$900.00 for a three credit hour course. Also, candidates interested in the LBS II program were contacted by Ms. Effie Kritikos, Professor from Northeastern Illinois University. Based on the projections for the LBS II program, candidates are expected to enroll in courses on the campus of Northeastern Illinois University in the Fall of 2017.

The administrative team is in the process of developing individual student growth binders used for daily use. Students will use the binders to assist with the organization and development of academic progress. Monitoring student outcomes will be essential in addressing the academic rigor of program while using common formative assessments to drive instruction.

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

We are in the process of rebuilding the Sensory room.

Several OT's and PT's participated in the June 12th, District 87 Pre-School Screening at Northlake Middle School.

The OT's and PT's have finished the regular school year and are in the process of bringing equipment from the district schools back to PAEC Center. This allows equipment to be cleaned and checked for appropriate working conditions.

During summer school, the OT's and PT's are utilizing/trialing a Lecky stander given to the department by an Ottoback representative and a Lecky representative from England.

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

The following SLP's provided S/L services for PAEC ESY from June 12th - June 30th: Angela Forgione, Katie Huck, Traci Wildey, Libby Farrell, Jennifer Koller, Katelin Hanisch, Julie Tarjan, Nichole Kussman, and Kamila Bonnert provided S/L services for District 209 during their summer school program, from June 5th - July 18th.

Heather Simons served as the B/L SLP on the summer Early Childhood evaluation team.

The following SLP's assisted District 87 with their June 12th Preschool Screenings: Diana Martinez, Heather Simons, Nichole Kussman, and Ann Coenen.

PAEC HOTSTUFF – Summer Camp

At this time 75 children are enrolled in the HOTSTUFF Summer Camp Program.

Summer Camp will begin on July 10, 2017 - August 3, 2017 from 9:30 AM to 3:00 PM. Camp days are Mondays, Tuesdays, Wednesdays, and Thursdays, with our field trips being held on Thursdays.

HOTSTUFF Summer Camp's theme will be HOTSTUFF Celebrates the Holidays.

Field trips will be scheduled for the Museum of Science and Industry, Lincoln Park Zoo, DuPage County Fair, and Forest Park Pool/Picnic.

HOTSTUFF's talent show will be on August 2, 2017.

PAEC has been chosen to be the UIC Master Gardeners Pilot program. The Master Gardeners will come out to help the students with the garden during Summer Camp.

Ms. Marsha Zanders will be our nutritionist for the Healthy Me and Nutrition Program. She will run the Kids in the Kitchen on Tuesdays during summer camp.

Loyola's Health Program will continue their "Mentally Healthy" group classes with the middle and junior high students during summer camp.

XI. UNFINISHED BUSINESS/OLD BUSINESS

None at this time

XII. NEW BUSINESS

A. Out of District Student

Maine Township High School District 207 has requested that one of their students attend PAEC Center, on a tuition basis, for the 2017-18 school year. District 207 will also provide transportation for the student.

Recommended Motion:

I move to approve the request from Maine Township High School District 207 for one of their students to attend the PAEC Center Program on a tuition basis, for the 2017-18 school year, as presented.

B. Donation

1. PRC Accent 1000 with 84-TG Kit Communication Device

Ms. Gabriela Gracia has donated a PRC Accent 1000 with 84-TG Kit Communication Device, valued at \$7,370.00 to the PAEC OT/PT Department.

Recommended Motion:

I move to accept the donation from Ms. Gabriela Gracia; she donated a PRC Accent 1000 with 84-TG Kit Communication Device, valued at \$7,370.00 to the PAEC OT/PT Department, as presented.

2. Superstand Stander

Ms. Terralyn Baugh has donated a Superstand Stander, valued at \$2,495.00 to the PAEC OT/PT Department.

Recommended Motion:

I move to accept the donation from Ms. Terralyn Baugh; she donated a Superstand Stander, valued at \$2,495.00 to the PAEC OT/PT Department, as presented.

3. Permobil C300 Power Wheelchair and other items

Ms. Littia Adams has donated a Permobil C300 power wheelchair, walker, show chair, potty chair, and stroller, valued at \$28,436.45 to the PAEC OT/PT Department.

Recommended Motion:

I move to accept the donation from Ms. Littia Adams; she donated a Permobil C300 power wheelchair, walker, show chair, potty chair, and stroller, valued at \$28,436.45 to the PAEC OT/PT Department, as presented.

C. Appointment of Assistant Director - Contract

Approval of the Assistant Director Contract for 2017-18, effective August 1, 2017, are subject to fulfillment of the licensure requirement therein.

Recommended Motion:

I move to accept the Assistant Director Contract for 2017-18, effective August 1, 2017, subject to fulfillment of the licensure requirement therein, as presented.

D. Veterans Park District Intergovernmental Agreement

PAEC partnered with the Veterans Park District to have the Park District host the After-School Care Program 5 days per week. The Park District employs PAEC staff for this After-School Care Program, who work with the students during the instructional day, to insure quality programming and safety. This program has been very successful for our PAEC Center students with moderate to profound disabilities.

Ms. Donna Peluso, the Executive Director of the Veterans Park District, has requested that PAEC financially assist the Park District in order to support a 5 day per week After-School Program that has greatly benefitted our students and families.

The support from PAEC would involve an *Intergovernmental Cooperation Agreement Between the PAEC Governing Board and the Board of Commissioners of Veterans Park District* which has been reviewed and approved by our PAEC attorney, Mr. Sruga, and the attorney representing the Veterans Park District.

This Agreement involves PAEC providing \$17,000 in four quarterly payments of \$4,250 each for the operation of an expanded After-School Program for 5 days per week at PAEC Center School. This funding from PAEC will provide the salaries for three staff members from PAEC Center for the 2017-18 school year.

I am recommending this Agreement in order to expand the After-School Program back to the original 5 days per week in order to provide this quality and essential After-School Program to our most involved students and their families at a very reasonable cost to PAEC.

Recommended Motion:

I move to approve the Intergovernmental Cooperation Agreement Between The PAEC Governing Board and The Board of Commissioners of Veterans Park District regarding the After- School Program at PAEC School, at a cost of \$17,000 for the 2017-18 school year as presented.

E. Employment/Resignations/Terminations

Employment:

Alejandro Arroyo, Summer Help, PAEC Center, \$10.50/Hour, effective 5/31/17 – 8/18/17
Crystal Bennett, IT Specialist, PAEC Administration, \$58,000, effective 6/19/17 - 6/30/18
Dimitri Martinez, Summer Help, PAEC Center, \$10.00/Hour, effective 6/5/17 – 8/18/17
Gabriela Navarro, PA, PAEC Center, \$1,353.38, effective 6/12/17 – 6-30/17 (ESY)
Alejandro Pena, Summer Help, PAEC Center, \$10.00/Hour, effective 5/31/17 – 8/18/17
Latanya Thomas, 1:1 Program Assistant, \$1,353.38, effective 6/12/17 – 6/30/17 (ESY)
Michael Woodard, Summer Help, PAEC Center, \$10.50/Hour, effective 6/13/17 – 8/10/17

****Summer Session: HOTSTUFF Staff employment list is attached****

Recommended Motion:

I move to approve the employment of personnel as presented.

Resignations:

Tiffany Gardner, Program Assistant, PAEC Center, effective 6/30/17
Kimberly Sebesta, Teacher, PAEC High School, effective 5/31/17
Violeta Tanase, Teacher, PAEC Elementary, effective 5/31/17
Ashley Walters-Burger, Social Worker, PAEC Programs, effective 6/2/17

Recommended Motion:

I move to accept the resignations of personnel as presented.

Terminations:

Yolanda Brent, One-on-One Program Assistant, PAEC Programs, effective 6/2/17

Recommended Motion:

I move to approve the termination of employment of personnel as presented.

XIII. ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE GOVERNING BOARD

PAEC Litigation Committee

Members received a copy of the PAEC Litigation Committee Minutes of October 20, 2016 for review prior to the meeting.

Recommended Motion:

I move to approve the PAEC Litigation Committee Minutes of October 20, 2016 as presented.

PAEC Litigation Committee - Closed Session

Members received a copy of the Closed Session PAEC Litigation Committee Minutes of October 20, 2016 for review prior to the meeting.

Recommended Motion:

I move to approve the Closed Session PAEC Litigation Committee Minutes of October 20, 2016 and to release for public review or withhold from public review as presented.

XIV. BOARD CORRESPONDENCE

None at this time

XV. CLOSED SESSION

Members received a copy of the Closed Session Minutes of August 18, 2016, November 17, 2016, December 15, 2016, January 19, 2017, and February 16, 2017 for review prior to the meeting.

Recommended Motion:

I move to approve the Closed Session Minutes of August 18, 2016, November 17, 2016, December 15, 2016, January 19, 2017, and February 16, 2017 and to release for public review or withhold from public review as presented.

Recommended Motion:

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

XVI. ADJOURNMENT

Recommended Motion:

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