

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 6:00 PM
JANUARY 19, 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 December 15, 2016, 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>12/15/2016</u>	<u>12/29/2016</u>	<u>TOTAL</u>
Education Fund	1,097,566.50	17,758.50	1,115,325.00
Building Fund	<u>25,013.18</u>	<u>2,452.16</u>	<u>27,465.34</u>
TOTALS	1,122,579.68	20,210.66	1,142,790.34

Recommended Motion:

I move to approve Payroll as presented.

VI. APPROVAL OF BILLS

Recommended Motion:

I move to approve the Bills as presented.

VII. EXECUTIVE BOARD REPORT

The Superintendents or their representative from District's 87, 89, 93 and 209 were in attendance at the January 12, 2017 meeting; they reviewed and recommended approval of all items on the agenda.

VIII. DuPAGE/WEST COOK REPORT

Information is attached.

IX. COMMITTEE REPORTS

No reports at this time.

X. EXECUTIVE DIRECTOR'S REPORT

A. Enrollment and Classroom Staffing Patterns
Information is attached.

B. Student/Staff Monthly Report
Information is attached.

C. Program District Child Count Report
Information is attached.

- D. Initial Referrals
Information is attached.
- E. Alternative Students Transitioning to Home Schools
1. PAEC Therapeutic Day Elementary School – Information is attached.
2. PAEC Therapeutic Day High School – Information is attached.
- F. Police Reports
PAEC Therapeutic Day Elementary School – No police reports.
PAEC Therapeutic Day High School – No police reports.
- G. PAEC Activity Fund Summary
Information is attached.
- H. Parent IEP Survey Summary
Enclosed for your review is the Parent IEP Summary for surveys completed after IEP meetings from August 15, 2016 through December 14, 2016.
- I. Transportation Survey Results
Surveys were sent to parents/guardians regarding the service of First Student Transportation. The results of the survey are attached for your review.
- J. PAEC Professional Development
On December 2nd, Ms. Amy Dickerson presented, “Making the Mark: Meaningful measurements of student growth in student and teacher evaluations.” It was attended by PAEC Staff and staff from some of our member districts. It was very informative and relevant given our first year of implementing the Teacher Evaluation.
- K. PAEC Program Updates
PAEC Business Office – Ms. Debbie Tryon, Business Manager
We have completed our secretary, administrative assistants and business office staff evaluations. Completed evaluations were given to employees who will have an opportunity to review them before meeting with their immediate Supervisor in December.

Instructions to certain lunch program and administrative staff that are required to participate in the lunch program civil rights trainings were distributed to staff late in November. Gloria Reichert, our new Lunch Program Coordinator has been doing an excellent job on these tasks. As of December 20th, there is only one program and several service staff needing to complete the training. We are encouraging everyone to have the training complete before our holiday break.

Ms. Tryon has begun mid-year review of all program and service areas and will prepare mid-year cost sheets. The return of member district audit refunds and invoices to districts of amounts owed to PAEC for last fiscal year is being planned. The timing of this process will depend upon when we receive our state reimbursement for June of last year. Per Dr. Smith's call to the Comptroller's office in December, they are not guaranteeing that we will receive our funds in December 2016 as we were told several months ago. We will keep the boards and district officials updated regarding this situation.

Budget worksheets and files are being modified and set up for next fiscal year's budget.

IDEA Grant Flow Through and Preschool grant amendments have been completed and approved by ISBE for the remainder of the year.

PAEC is again requesting a waiver to opt out of participating in the School Breakfast Program and Summer Food Program for next summer and next school year. Financial projections of participating in these programs are showing a net loss of funds as they have been for the last several years. PAEC has been granted waivers for each of the years we have petitioned for them. Our public hearing to satisfy the requirements of the waiver request is scheduled for January 17, 2017 at 10AM, at PAEC. We hope to again receive a waiver.

The business office will be working with our attorney, Mr. Dan Boyle, to prepare Request for Proposals (RFP), for our cab service for next fiscal year. We hope to send those out to our existing cab company and others in the area this coming spring.

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 Holidays from the Early Childhood Program! We are happy to report that the combined enrollment of the five classrooms in the PAEC Elementary has reached 66 as of December 19, 2016. Our classrooms are filling up and our children are flourishing. They have been busy learning about the new season through their 5 senses. They are reading stories, singing songs, studying how snow feels, and smelling and tasting holiday treats.

We had a visit from Santa on December 21st, Caroling for the Elementary students on December 22nd, and sharing a Holiday Breakfast Banquet on the last day of school with the Elementary Students in the morning and having a sundae treat for the afternoon students.

We look forward to a restful and healthy winter break so we can return with our batteries fully charged for the second half of the school year.

PAEC Therapeutic Day Elementary School

The month of December was exciting as the staff and students focused on enjoying the season as the students continued to be challenged academically. As a program we continue to see our students' transition and return to his/her district school. This month we have five students transitioning back to his/her home school. We have also set up a schedule for another student to begin to transition to her district school beginning mid-January 2017.

On Tuesday December 20, 2016, our middle school students (grades 6-8) will be joining the High school as author Mr. Omar Yamini presents us with his dynamic presentation concentrated on steering our students away from the "school-to-prison pipeline."

To kick off the holiday break, On December 23rd, PAEC Elementary tried something new this year. Rather than the traditional lunch, it was decided to have a Holiday Brunch where breakfast foods are served. Those staff who wanted to participate contributed \$5.00. Staff also volunteered to contribute something toward the meal.

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. HOTSTUFF program started this month and has also been going well. 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

Students have been very busy working on crafts and Christmas projects for their families.

Picture retakes were on December 5th. Life Touch does a great job with our students, they take their time and the pictures are great.

Our spirit day this month was "Santa hats and headbands", participation was very high and students really enjoyed the activity.

Thursday, December 22nd, we are having a school Christmas Dance. Students are allowed to wear red and green for the dance. The Whittier and Northlake classes will be at PAEC Academy all day that day. The students are very excited. Mr. DeStefano will be the DJ for the dance and is busy downloading student requests.

Staff participated in a pot luck luncheon on December 19th, and a Secret Santa exchange between staff members during the last week of school.

Administration has been very busy exploring Power IEP and Google Docs. We attended trainings regarding both of these topics. We are looking at curriculum materials that may better fit the needs of our students. We are also gearing up to start projections for the 2017-2018 school year. Happy Holidays to all!

PAEC Center

PAEC Center has had a busy December. PAEC Center staff has welcomed 5 new "baby boys" this year! Joe Benavidez, Brian Clements, Kentzell Taylor, Cathy Obradovich (grandson), Clarita Iozzo (grandson) and Katie Alling, another baby boy after the holidays. Congratulations to all!

Since winter weather is here, the transition students are learning ways to "cope" with cold weather and how to prepare their homes for winter. This is part of the Saddleback curriculum used by the Cross Categorical students at our East and 5th Ave. sites. They are studying the cost of the heating and electric bills while learning how to budget and be prepared.

PAEC Center students are utilizing the Unique Curriculum and the curriculum includes the current events for the month. While the holidays are part of the curriculum, the curriculum supports reading, science, math and social studies throughout. The weather has also been studied in all classrooms because of the predictions over the past few weeks. The students are coming to school more prepared: dressed warmer, boots, gloves, scarves and some that do not like coats, are wearing coats.

Our "Giving Tree" Drive has been very successful. There are lots of hats, gloves, scarves and socks that have been donated for the students and their families. We've received coats and boots that have also been distributed. The week before break, any student in need will be able to choose something off the tree if they are in need of one of the items.

On December 1st, the Transition program was invited to "A Christmas Carol" by the Touch My Heart Foundation. The students really enjoyed the opportunity and had a great time. Touch My Heart sent back lots of toys and food as a donation to the students at PAEC Center.

One of the 5th Avenue Transition students interviewed for a "Santa" position as an experience of a life time for him to come over and be "Santa" for the kids here at PAEC Center. Several students interviewed and one was offered the position. He did a great job with a "Jolly" HO HO HO and a Merry Christmas to All! He had a great time and the PAEC Center students really enjoyed him.

On December 14th, the students had the opportunity to enjoy a Holiday Concert by the Chicago Holiday Singers. This group is composed of 4 ladies that sing Acapella. They were outstanding as their voices rang through the halls of PAEC Center.

On December 22nd, the Maywood Firemen came over with "Santa" to share some holiday spirit with the PAEC Center students. The Firemen brought over candy and cookies for all the students to enjoy with their lunch.

Although the students were learning new concepts throughout the entire month, there was still time to enjoy the month's festivities. The students really enjoyed the month and are looking forward to the "winter break".

PAEC Center Vocational Program/Transition Program

PAEC Center/East and the 5th Ave. Transition program have 9 students currently employed in the community.

Mr. Castillo met with Bargains in a Box in Melrose Park and the owner agreed to hire 4 students for the holiday season. The students will be evaluated as they are temporarily employed for future hire. This is a new opportunity and we are very pleased to be working with Bargains in a Box. There are other opportunities that may arise from this company in other sites besides the Melrose Park location.

Student volunteer sites are running effectively with students volunteering at a variety of sites.

In January, 2017, a new volunteer site will be added as a training site for students. Students continue to work maintaining the 5th Ave. Transition site as part of their vocational training.

PAEC has hired on one of our 5th Avenue Transition students as the PAEC Academy custodian. He began his employment on December 12, 2016. All of his teachers and classmates are very proud of his accomplishment.

PAEC Therapeutic Day High School

We continue to research methods and opportunities to enhance programming offered here at PAEC High School in the areas of: therapeutic treatment, academic, and social emotional programming. Our staff have excellent relationships with our students and our foundation is consistent on a day-to-day basis. Academically, we are coordinating our course offers based on teacher interest and areas of strengths. This will reduce the number of academic courses that our teachers will be responsible for teaching, while administratively, we focus our attention on academic rigor. Benchmark testing with the use of NWEA/MAP Testing will also be a key ingredient to the success of our academic program moving forward.

The presentation of Mr. Omar Yamini was a truly awesome experience for our youth. The presentation emphasized intense details of his true story book titled "What's Wrong With You!" Students were engaged throughout the course of the presentation and his narrative was well received from those in attendance. After the presentation, both Mr. Omar Yamini and Mr. Walker discussed future opportunities in regard to speaking engagements and continuous collaboration moving forward.

Students went on an outing to a local mall and worked on socialization and public speaking skills. As students shopped in stores of interest, they were required to calculate the sales price of items, etc. When purchasing items, students were also encouraged to estimate the money they would receive from the purchase. In order to prepare for future interviews, students also identified clothes in shopping stores specific to job interviews and other casual occasions.

PAEC High School staff and administration truly see the need to invest our time and efforts to address student social emotional needs on a referral basis. Once a week (Friday), we have identified 2-5 staff who have volunteered to mentor both our male and female students in separate locations during our 4th period block. We are considering the use of potential curriculum from Mr. Omar Yamini that can be both engaging and reflective, while ensuring that student social emotional development is achieved.

PAEC Alternative High School Vocational Program

The Hilton Hotel Training Program continues with students placed in culinary, engineering, and housekeeping. The program ended for the semester. A new schedule will be developed for next semester with a new set of students.

The PAEC Custodial Program will resume when we return for the 2nd semester. New students will be selected.

The PAEC lunch program will continue with two workers through Wednesday, and then resume with the same workers next semester.

The clerical program will resume in January with the same workers as well.

The school store continues with one student each day, earning a stipend.

Mr. Loving provides students seeking employment with job leads.

Ms. Pietrowski and Mr. Loving are continuing the service learning program which will resume second semester.

Ms. Pietrowski will work with students to complete their transition planning questionnaire and interview. The goal is to have met with each student by the end of the quarter, with regular meetings with seniors working on post-secondary education goals.

Ms. Pietrowski will continue to schedule field trips based on students' transition goals.

We currently have eight students utilizing the Apex Credit Recovery program to advance their graduation date. A number of additional students have expressed interest though we are awaiting payment to get them started.

Field Trip to Job Corps, 11/29/2016, 11 seniors attended.

Field Trip to Triton College, 12/7/2016, 14 students attended.

Previous Student/Graduate updates - Ms. Pietrowski continues to email job leads to 4 graduates from 2006, 2009, 2012 and 2013.

PAEC Intervention Team

District 87

Jefferson Elementary School

The Behavior Coach assigned to a classroom to provide behavior support with a student who has been disruptive has been phasing out over the last several weeks. Behavior data indicates improvement in compliance. Current PAEC behavior support has been reduced to classroom visits Monday mornings and Friday afternoons.

Sunnyside Elementary School

One Behavior Coach is providing daily support in a classroom to assist class-wide behavior management and monitor two students with some acting out behavior. Another coach is waiting for parent permission to begin a mentoring/goal-setting intervention with a student.

Whittier Elementary School

A Behavior Coach is helping implement a STOIC behavior plan for a student. Behavior data collection continues to show a decrease in escalated behavior incidents and an increase in following class rules. Direct behavior coach support has now been reduced to two half days a week.

Another coach is providing observations twice a week and consultation to the staff of a PAEC special education classroom located at Whittier.

District 89

Roosevelt Elementary School

One Behavior Coach is providing daily class-wide behavior support, and individual monitoring of one student in a classroom. Regular meetings with the teacher and school support staff are being held to review progress and assess the effectiveness of the behavior strategies.

Two other coaches have begun working in another classroom to assist the teacher in establishing improved class-wide behavior strategies. Positive behavior practices are being introduced, involving CHAMPS and First Step to Success components.

District 93

Hillside Elementary School

A Behavior Coach that has been working with a student daily for 12 weeks has begun to gradually phase out. School support staff are now implementing First Step Next and behavior data has shown gradual improvement in following directions for classroom activities. With continued progress it is expected that the coach will gradually provide less direct support, and more supplemental support to complement the school support staff's efforts.

District 209

Proviso East and Proviso West High Schools

The reporting form submitted each month by the behavior interventionists at Proviso East and West, is undergoing a revision. There have been several meetings to consider ways of improving the accuracy and accountability of the data being submitted each month on the students that they are working with. The new revised format will begin being used next month. The information on grade point averages, attendance and discipline data will reflect changes each month in those areas, comparing the students' first quarter performance to their current performance. It will be easier to determine if students are benefiting from interventions, or if they are not showing improvement and should be considered for other services.

First Step – PreK Research Program

The two PreK FSN coaches began the FSN interventions in all four classrooms involved in the PreK research project. Dr Annemieke Golly, from the Oregon Research Institute, visited LADSE classrooms on Nov 30th, to collect reliability fidelity checks on the coaches. The next day, Dec 1st, she visited the PAEC PreK classrooms and also conducted reliability fidelity checks on our two coaches. The visit went very well, with high reliability on all four of the fidelity checks completed on the coaches.

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 group has been trialing some virtual reality apps with portable viewer equipment as well with the students with autism. The students who have tried the virtual reality have displayed positive reactions.

The AT Team, along with the Speech Department, set up in-services in regards to AAC devices during the late start morning on 12-16-16.

The AT Team set up a PRC Device Training with Jennifer Vallier for parents on 12-7-16, from 6:00 - 7:30 PM at PAEC Center in the Boardroom.

Several of our OT/PT's attended the following in-services in December: Making the Mark: Meaningful Measurements of Student Growth on 12-02-16 from 1:00-3:00 PM in the PAEC High School Gym. On their own the therapists have completed the Asthma in-service through Infinetec if they did not attend the one at PAEC Center last month and they have completed the Civil Rights Compliance and Enforcement Training through ISBE.

The Lead OT/PT/AT attended the Management Meeting on 12-9-16 from 11:00 - 3:00 PM.

We had our monthly OT/PT Departmental meeting on 12-15-16 from 11:30 AM - 2:30 PM.

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

The PAEC Assistive Technology team coordinated and hosted a parent information and training night on Wednesday, December 7th, from 6-7:30 pm in the PAEC Center Board Room.

The Lead SLP and another SLP attended an all day inservice through Infinetec on December 8th, in Glendale Heights. The inservice was titled: "The Implementation of AAC and Language. How Do I Create and Support Sustainable Impact?" and was facilitated by Marlene Cummings, AAC Consultant.

The Speech/Language Department is adding some new assessment materials to our inventory, including another copy of the CELF-5 and 3 copies of the CASL-2, which just had an update.

The next Speech/Language Department meeting will be held on January 26th, from 11-1 pm in the PAEC Center Board Room.

PAEC Psychologist Department – Ms. Mary Therese Geary, Lead Psychologist
Bilingual psychologist, Stephanie Rosas and Paola Gonzalez and psychologist, Jennifer Orrico are registered to attend Toni Linder's 2 day Transdisciplinary Play Based Assessment (TPBA) in Elk Grove Village, February 7-8, 2017.

Psychologist, Emily Adelson, is registered for Stress and Anxiety Disorders in Young Children Workshop in Downers Grove on January 31, 2017.

Several psychologists volunteered to assist at Northlake Middle School and MacArthur Middle School's SOS days which address suicide prevention. The days are scheduled in January and February 2017, in the respective District 87 schools.

District 87 psychologists are preparing data spreadsheets for the winter data day meetings scheduled for the week of December 19th.

PAEC Social Work Department – Ms. Ms. Lisa Pirrello, Lead Social Worker
The PAEC Social Work Dept. In-Service Committee has currently decided on the following dates and in-service topics for the 2017-18 School Year:

*Dialectical Behavior Therapy (DBT) – Sept. 15, 2017
(PAEC School Social Worker Coordinators: Fidelia Avila-Whittier & Ashley Walters-Burger-MacArthur).

*Black Girl Blues – Nov. 17, 2017
(PAEC School Social Worker Coordinators: Kathy Haritos - Sunnyside & Lauren Dalrymple – Riley).

*Expressive Art Therapy – Jan. 12, 2018
(PAEC School Social Worker Coordinators: Lindsey Holsten - PAEC Elementary & Monette Carlos-Barnes - PAEC Early Childhood).

*Advanced Movement Therapy Intervention Skills – February 16, 2018
(PAEC School Social Worker Coordinators: Jill Collins - PAEC Center & Hannah Maurer - Proviso West High School).

*Resiliency – April 20, 2018
(PAEC School Social Worker Coordinators: Lisa Pirrello, Lead SW - PAEC High School & Dana Grace - PAEC High School).

PAEC Special Olympics

Tigers 1 and Tigers 2 have been practicing and everything has gone well. Tigers 1 game vs. Park Jr. High was cancelled due to Park having scheduling conflicts. They continue to practice. Their next game is against Cove School after break. Tigers 2 played a game vs. Brooks Middle school in Oak Park, on December 15th. They played a great game and won. Congratulations Tigers 2. Both teams are preparing for the tournament in Cicero in January.

Pacers practices have been going well. They had a very busy month of December. They played games against OPRF, Willowbrook, Downers Grove North, Lyons and Hinsdale South. They finished with a record of 2-3. They will finish the month of December off with a game against Willowbrook on Monday December 19th. Go Pacers.

Bulldogs have been getting better each week. The Bulldogs also had a very busy month of December. Playing games verse OPRF, Willowbrook, Leyden, Downers Grove North, and Hinsdale South. They finished with a record of 4-1. The Bulldogs also finish off December with a game against Willowbrook on the 19th. We look forward to the tournament.

Individual skills athletes' tournament at Hersey High School in Arlington Heights was snowed out. So Special Olympics Illinois did a random drawing to see who goes down state. We were lucky to have 3 of the 7 individuals selected to go down state in March. We will continue practice and preparing for the tournament.

PAEC HOTSTUFF

We are running HOTSTUFF on Wednesdays and Thursdays from 2:30 until 4:30 PM. At this time we have 49 children enrolled in the HOTSTUFF program.

We had many referrals from the Districts!

The 10th Annual Toy Drive was a HUGE SUCCESS! We had our 2 annual toy drives at Mr. Lees and The American Legion Hall. It is a heartwarming experience to know that the community is willing to help our HOTSTUFF students by being a sponsor, donating a toy and giving a monetary donation.

A big "Thank you" to Mr. Walker, for allowing the high school students to assist in being our elves by wrapping the holiday gifts. Thank you to Ms. Lorek, for organizing the plan and her assistance in wrapping the gifts. The high school students earned community service hours by wrapping the HOTSTUFF children's gifts.

We had a craft table where the children made snowman from toilet paper holders. Our Nutrition Specialist had a nutrition project where the children made a layered fruit treat. Rick Tangedahl was our Santa again this year and he did a fabulous job. His final appearance before he retires to the North Pole. The children received 3 gifts from Santa and also earned tickets through December for "GOOD" behavior. They were able to pick a prize from our raffle table. Mrs. Tanase, teacher from PAEC Elementary, took our pictures with the beautiful back drop she designed. We had a feast from Home Run Inn: chicken tenders, boneless chicken wings, macaroni and cheese, french fries and salad. Home Run Inn donated the salad and french fries with our order. Dessert was Grandma Slews famous cookies. Our favorite statement from some of our new students was "No one has ever done anything like this for me, EVER!" Fun was had by all.

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 yummy snack. They learn how to follow a recipe and measure the ingredients. It is sponsored by the UIC extension program, they will be here every Thursday from 3:15 until 4:30. They made pumpkin pancakes this month. They are targeting the 3 younger groups. Their sessions will continue to focus on exercise and learning how to prepare a nutritious snack.

PLCCA continues their groups on Thursdays for the Junior High boys and Junior High 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 3:15-4:15 PM

XI. UNFINISHED BUSINESS/OLD BUSINESS

None at this time.

XII. NEW BUSINESS

A. FMLA Requests

Ms. Veronica Smith

Ms. Smith, Cook at PAEC Center, has requested a leave under FMLA due to medical reasons. She is requesting her FMLA leave begin on December 19, 2016 through January 9, 2017. She will be using her accrued sick days.

Recommended Motion:

I move to approve the FMLA request of Ms. Smith, beginning December 19, 2016 through January 9, 2017, due to medical reasons. She will be using her accrued sick days, as presented.

B. Employment/Resignations/Terminations

*Employment:

Carley Moss, MIT High School Teacher, PAEC Center, \$23,699, effective 12/19/16 - 5/31/17

Armando Orozco, Custodian, PAEC Academy, \$15,475, effective 12/12/16 – 6/30/17

Recommended Motion:

I move to recommend to the Governing Board to approve the Employment of personnel as presented.

*Resignations:

Rafael Rosario, 1:1 Program Assistant, PAEC Programs, effective 12/6/2016

Recommended Motion:

I move to recommend to the Governing Board to approve the Resignation of personnel as presented.

*Terminations:

Recommended Motion:

I move to recommend to the Governing Board to approve the Termination of personnel as presented.

XIII. ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE GOVERNING BOARD

XIV. BOARD CORRESPONDENCE

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 appointment, employment, compensation, discipline, performance, or dismissal of specific employees 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.