

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER and ZOOM – 6:00 PM
JANUARY 21, 2021**

MINUTES

I. ROLL CALL

Ms. O'Connell, President of the Board, called the meeting to order at 6:02 PM.

Roll Call:

District 87	Ms. O'Connell	Present
District 88	Ms. Clark Smith	Absent (Arrived at 6:06 PM)
District 92	Mr. Dawson	Present
District 93	Mr. Munoz	Present
District 209	Mr. Wagner	Present

Also present: Mr. Dan Boyle, PAEC Attorney, Ms. Mary Beth Boeh, PAEC Executive Director, Ms. Debbie Tryon (via Zoom), PAEC Business Manager, Mr. Michael James, PAEC Assistant Director, and Ms. Lourdes Castillon, PAEC Recording Secretary.

II. AUDIENCE PARTICIPATION

None

III. CLOSED SESSION

Mr. Wagner moved to convene into Closed Session at 6:04 PM, under Section 2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s), specific individual(s) who serve as independent contractor(s), specific volunteer(s) of the Board, or legal counsel for the Board as presented. Mr. Munoz seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Absent
District 92	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

4 Ayes, 1 Absent
Motion Carried

Ms. Clark Smith from District 88 arrived at the Board Meeting at 6:06 PM.

IV. APPROVAL OF GOVERNING BOARD MINUTES

Mr. Munoz moved to approve the Governing Board Minutes of December 17, 2021 as presented. Mr. Dawson seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

V. APPROVAL OF CONSENT AGENDA

VI – Approval of Payroll

VII – Approval of Bills

XIII – Approval of New Business

A. Donation

Mr. Wagner moved to approve the Consent Agenda, which encompasses agenda items VI (Payroll), VII (Bills), and XIII (New Business) as presented. Ms. Clark Smith seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes

Motion Carried

VIII. EXECUTIVE BOARD REPORT

The Executive Board meeting was held on January 14, 2021. Those present included: Dr. Terri Bresnahan and Ms. Nicole Spatafore from District 87, Mr. Mark Holder and Ms. Charlotte Larson from District 88, Dr. Janiece Jackson from District 92, Dr. Kevin Suchinski from District 93, and Dr. James Henderson and Ms. Vanessa Schmitt from District 209. They reviewed and recommended approval of all the items on the agenda.

IX. DuPAGE/WEST COOK REPORT

No report at this time.

X. COMMITTEE REPORTS

No reports at this time.

XI. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

A. PAEC Programs – Current District Child Count Report
Information was attached.

B. Current Enrollment and Classroom Staffing Patterns
Information was attached.

C. Transition Reports

1. PAEC Therapeutic Day Elementary School – Information was attached.
2. PAEC Therapeutic Day High School – Information was attached.

Ms. Boeh informed the Board that not much has changed since last month. Ms. Boeh expressed that the teachers and Program Assistants are working hard and students are engaged in their lessons. Everyone is working hard.

Ms. Boeh passed out copies of the parent survey to each Board Member and she informed the Board that PAEC is considering staff returning the third week of February and for the students (the ones that plan on returning) early March. For the students that return, they will be on a hybrid schedule. Classes will be 3 hours and then students will go home and continue in the afternoon remote. Breakfast will be provided to all students when they arrive at school and each student will go home with a lunch.

PAEC has ordered and received plenty of PPE for everyone. Our maintenance department will be receiving training from Gallagher Basset, on how to clean and sanitize everything properly. We have signs on the walls, floors, and doors, reminding everyone about their responsibilities (wearing facemask, social distancing, washing hands, certify, temperature checks, etc.). All PAEC Programs have also set up a quarantine room, in case students feel ill during the school day.

PAEC has also been in contact with First Student and have discussed their responsibility to the students and PAEC.

Next month all the principals will start working on student projections for next school year.

D. Initial Referrals

Information was attached.

E. Police Reports

No police reports for this month.

F. PAEC Activity Fund Summary

No activity in December, no report.

G. PAEC Program Updates

PAEC Business Office – Ms. Debbie Tryon, Business Manager

Monthly transportation billing from First Student for the remote learning period of August 2020 through December 2020, are being constructed by First Student. I am waiting to hear if they intend to send them to member districts this month.

Ms. Tryon is requesting electronic copies of member districts 2019-20 AFR's this month, so annual 02A cost sheet information can begin to be put together.

Ms. Tryon is working on mid-year review of PAEC programs and services.

Program and service budget worksheets are being completed this month for use in constructing the upcoming 2021-22 PAEC budget.

Audit refunds and billings for the 2019-20 fiscal year will be sent to member districts this month. Audit refund checks will be delivered to member district business officials on January 22, 2021. Districts that have a balance due for 2019-20 will receive a bill this month.

For member districts that have unpaid invoices, an email, and copy of the invoice(s) were sent to business officials in December. These consist of summer school and remote learning technology invoices.

Ms. Tryon informed the Board that she has received the insurance certificates from Peoples Cab. A contract should be available soon, and the Board will have to approve it.

Currently, Ms. Tryon is working on mid-year reviews and the budget cost sheets for next year.

Ms. Tryon explained that she is currently cleaning and organizing her office, so that everything is in order for the new person. Ms. Tryon has created a monthly-to-do list and is documenting items she feels are important information for the new person.

PAEC Early Childhood Program

The Early Childhood (EC) program is very happy to report that they have seen very nice progress in our students that have been loyal participants in the daily live lessons via Zoom. Our parents are doing a great job of getting students to attend and work as best they can. For the parents that cannot connect daily they are uploading pictures and videos of their work to ClassDojo. We still have a handful of families that are struggling to connect but we have been able to at least make sure they are safe.

Our social worker, Monette Carlos, was also able to make sure our neediest families got presents for their children. They were delivered this week by the following PAEC Elementary staff, Bethany Kural, Michael Irgang, and Lindsey Holsten. Thank you to all the staff that participated in this event.

PAEC Therapeutic Day Elementary School

The students continued to participate in various holiday learning activities virtually. The teachers created a varied list of assignments to both engage and promote learning. The students have continued to participate in interventions to improve both reading and math skills using the FastBridge skills report as a data guide. The students are currently receiving interventions using virtual small group breakout rooms for concentrated instruction.

The students' are participating in virtual field trips and or games to work on social skills as well as a behavior incentive. The students have an opportunity to earn additional virtual socialization with their peers playing games in their classroom as well as part of social work incentives.

New interventions continue to be utilized to support the students who may be experiencing difficulties during specific task, subjects or time of day. The team continues to focus on improving student engagement during virtual instruction and therapeutic time as much as possible.

PAEC Academy at Divine Infant

The PAEC Academy staff has been working hard to meet the needs of our students and their families. Many of our families are struggling with these unprecedented times we currently find ourselves in. We are constantly checking to make sure everyone is getting the help they need to the best of our ability. Problems with chrome books are dealt with on an individual basis.

PAEC Center

Students continue to attend classes via Google Meet, Zoom, etc. In fact, there appears to be an increase in students actively participating, as teachers feel this is their only social outlet at this time. Teachers have been including time in the school day for students to interact with one another socially.

First semester teacher observations have been completed. Teachers have done a great job in reaching their students academically and work hard to ensure their lessons are appropriate, challenging, and engaging to the students. Everyone's use of technology has increased dramatically as this year has worn on. Teachers are discussing how they will incorporate this into live instruction once we return to the classroom.

Fundraising meetings continue to have many participants. The cookbook fundraiser is underway.

The holidays are getting everyone excited and students are discussing them in earnest during classes. This is always an exciting time of the year, even in a pandemic.

PAEC Center Vocational Program/Transition Program

Currently there are 7 students employed competitively. Unemployed students are directed to apply for competitive employment via email and Google meets. These students are monitored via emails, video, and/or text messaging. When students apply for competitive employment on their own, they are instructed to send me screenshots of completed applications. We also keep records of applications, students complete with me and/or staff.

Students that are currently employed are on the chart below:

	Employment	Hours	Job
1	Home Run Inn Pizza	15 Hours per week	Crew
2	Jewel; North & 9th	10 Hours per week	Cart Attendant /Bagger
3	Olive Garden	Temporarily closed due to indoor dining	Busser
4	Olive Garden	Temporarily closed due to indoor dining	Busser
5	Taco Bell	15 Hours per week	Crew
6	Dunkin Donuts	11 Hours per week	Crew Member
7	Symphony Nursing Home	15 Hours per week	Activity Aid

Students are not working volunteer sites right now, due to remote learning, no in-person schooling, and temporary closings.

We recently had a student hired by Ross Department Store.

Due to temporary closings of indoor dining my two Olive Garden students have not worked since approximately October 27, 2020.

I was informed by two of my new students that their parents are not ready for them to work due to the Covid-19 virus.

Due to some moderate openings, some of our students have not currently resumed working, but have been contacted by employers that work will continue when business picks up.

This month I have continued to set up individual google meetings with Transition students and we have completed applications at various local businesses, (i.e. Macy's, Food4Less, Tony's, Loyola, Five Below, and more). Many students have continued to have interviews, but no hire dates yet, we are continuing to push forward and completing more applications each week although we are in the midst of this pandemic.

PAEC Therapeutic Day High School

PAEC High School Administration sent PAEC High School families a survey using our Teacherease data-based system. The survey will determine families' needs and provide the school district and its administration with timely information to plan accordingly during our return.

PAEC High School has collaborated with First Student to prepare for our return. Students will receive an alternating schedule of "A" and "B" days. Approximately half of the students will

attend on "A" days, and the other half on "B" days. This will be under the hybrid model. The completion of the family survey will help to solidify transportation routes.

As we conclude the end of first semester, I would like to recognize our students, teachers, and families' courageous efforts. Remote learning has presented a unique opportunity and we look forward to addressing our programs' academic rigor using 1:1 technology. We look forward to the January 2021 return.

PAEC Therapeutic Day High School Vocational Program

Mr. Loving states that he provides students seeking employment with job leads.

Mr. Loving and Ms. Pietrowski have a Google Classroom for the Vocational Educational Program. Mr. Loving posts available jobs on a weekly basis. Ms. Pietrowski posts links, videos, etc. of information regarding the transition domains daily. The focus in December was organization, study skills, and time management. All students have been invited to join this classroom.

Ms. Pietrowski is working with students to complete their transition planning questionnaire and interview via Google Hangout or by phone.

Ms. Pietrowski continues to discuss with each credit-deficient student their credits and anticipated graduation date. Emails are sent to each student requesting a Google Hangout meeting or phone call and then progress emails. We currently have twenty-three students utilizing the Apex Credit Recovery program to advance their graduation date either as a part of their course schedule or on their own. Motivating students during remote learning has been difficult. An incentive program has been put in place and a Google Classroom has been established.

PAEC Intervention Team

District 87

Coaches continue to maintain phone/Zoom contact with the families of students that were involved in interventions last year. Coaches participate weekly in Behavior Team Zoom meetings and attend weekly webinars. Two from last month, 'Holiday Considerations for Parents', and 'Resilience and Suicide Prevention', were very appropriate because of the impact of pandemic stress on top of the usual holiday stressors. We have still been discussing the application implications from what was learned.

The Jefferson team had a follow up meeting with the parent a student who is experiencing difficulties with synchronous instruction and completing assignments. The behavior coach that has been observing the student shared her information with the team. New strategies were decided on, including a behavior support schedule and more individual instruction and supervision. The parent was pleased with the new plan and a follow up meeting will be scheduled at the end of next month to evaluate progress.

At Sunnyside, a student that has been struggling academically, continues to receive remote behavior support. The behavior coach that has been working with the family for several years continues her regular line of support between the family and school. She is assisting the family in securing some appointments to help determine his eligibility for special services.

District 88

A student that has received behavior coach support in previous years, is now enrolled at PAEC Therapeutic Day School. A Zoom meeting took place with the student's new teacher, principal and the Behavior Team supervisor and behavior coach. The behavior coach has worked with the student since PreK and is currently observing, collecting data and consulting with the teacher. The first week and a half have gone well behaviorally.

District 92

Lindop School continues using remote learning with all students. They have not requested any support from the behavior team.

District 93

Consultation remains open on a student that received behavior support from coaches in kindergarten. The student now has a new one-on-one assigned to the student, but there have been problems with consistent student attendance that have complicated the support service delivery.

District 209

Proviso East and High Schools

Interventionists at East work off lists of students to contact, along with meeting with school support staff and administrators to problem solve student situations and review their progress. Behavior Coaches also work off of assigned student lists to contact and offer assistance in re-engaging with academics or improving attendance. New contact lists will be developed when we return after the winter break.

Proviso West High Schools

Interventionists continue to follow up with students/parents that are identified as at risk academically because of poor attendance and/or failing grades. They also work with their teams in steering families in need to community support services. Students have been preparing and taking finals in this short academic month, so there has been less activity.

PAEC OT/PT Department

Tracy Cooper is back from maternity leave and will be assuming her regular schedule with the schools she started to service at the beginning of the school year. An OT, Sheryl Mathew, has been hired to cover LaQueishia Cummins leave, to begin in January 2021.

The AT Team attended the Infinitac Combined North & West Coalition meeting on 12-2-20.

Beginning January 4, 2021, until March, we will have an OT student (Darshana Patel), from UIC, at PAEC for student clinicals with our OTs in the PAEC EC Program.

The AT Team continues to conduct SETT meetings while in remote learning to come up with appropriate assistive technology to address educational needs for their struggling students.

The AT Team attended a staff meeting on 12-2-20 at PAEC Center.

The OT/PT Department attended a staff meeting on 12-10-20 at PAEC Center.

The Lead OT/PT/AT was given 200 KimSoul Disposable Face Masks by The LeaderShop in La Grange for staff and students to use. A letter of thank you has been written.

The Lead OT/PT/AT continues to participate in Virtual Fundraising Meetings for PAEC Center to consider making a cookbook, masks, and/or T-shirts.

Our AT Team & OT/PT Team helped run the Virtual Wheelchair Clinic on 12-16-20, with Dave Cingano, the AT rep from Numotion, and the invites have gone out in English and Spanish. For any orthotic need, the families have been directed to contact Hanger Clinic directly and set up an appointment to go into the clinic with Gwen Blunk, an orthoptist.

OTs and PTs attended the following in-services in December: Like Walking on Ice: how to Manage a Related Services Team During a Pandemic sponsored by Spotter on 12-02-20; Permobil Academy CEU Event: Material Matters: Substance and Design of Custom Manual Wheelchairs on 12-03-20; Virtual Related Services: Providing Telehealth Services to

Support Student Growth sponsored by Naperville 203 on 12-07-20; and Material Matters: Substance & Design of Seating Components sponsored by Permobil on 12-10-20.

PAEC Psychologist Department

At Hillside District 93, Psychologist, Ms. Dayle Ashley Harding, and Psychologist Interns, Ms. Merritt Coughlin-Smith and Ms. Melanie Pangalilingan, continue to facilitate SEL activities for several classrooms. All of the lessons are being held virtually, and the 2nd and 3rd grade groups are conducted mainly thru google meets. All three participate in Hillside's MTSS process each Wednesday afternoon. Further, Dayle, Melanie, and Merritt are completing evaluations, either in person or remotely.

Psychologist interns, Ms. Merritt Coughlan-Smith and Ms. Melanie Pangalilingan, continue to co-lead PAEC Early Childhood classrooms with PAEC social worker, Ms. Monette Carlos.

At MacArthur Middle School in District 87, Psychologist, Dr. Michael Cermak, continues to supervise Ms. Mayra Goana, a Loyola Advanced Practicum student. Dr. Cermak is also assisting with the implementation of Panorama, an online platform for gathering and analyzing SEL data. Additionally, Dr. Cermak is meeting individually with two students weekly. Dr. Cermak and Ms. Goana continue to complete case study evaluations in person and/or remotely. Dr. Cermak also continues to participate in Sunnyside and MacArthur's MTSS process.

Dr. Michael Cermak and Advanced Practicum student, Ms. Mayra Goana, participated in Elyssa's Mission, a suicide prevention program, at MacArthur Middle School, the week of November 30th. Along with the MMS social worker and counselor, Dr. Cermak and Ms. Goana, taught classroom lessons and met with students individually who were identified as "At Risk."

Bilingual Psychologist, Dr. Paola Gonzalez, and Bilingual Psychologist Intern, Ms. Alma Rosario, are conducting in person Transdisciplinary Play Based Assessments (TPBAs) in PAEC's Early Childhood program and Berkeley District 87's blended Pre-K/Early Childhood program. Dr. Gonzalez and Ms. Rosario are completing monolingual and bilingual evaluations in person and/or remotely.

All PAEC psychologists continue to conduct re-evaluations via review of records, consultation with school staff, and student interviews via email and/or video meeting. Psychologists also continue to participate in IEP meetings and special education team meetings via video conferencing. Initial evaluations will be scheduled in-person with health and safety protocols in place in their respective locations.

PAEC Social Work Department

The PAEC Social Work Department will be hosting another virtual department meeting and training on Friday, January 8, 2020. The presenter will be Ms. Andrea Simari-Rosenberg, M.Ed., who will cover the topic of "Trauma Informed Care".

Ms. Lisa Pirrello (PAEC Lead School Social Worker) virtually met with Ms. Katie Krych of Proviso Township Mental Health Commission to Complete the PAEC Transitional Therapist Audit.

The PAEC School Social Workers continue to successfully work remotely and are continuing to complete their school social work duties. Prior to winter break, each PAEC School Social Worker is updating the goals/benchmarks of the students on their caseload via Embrace IEP.

Mr. Joseph Vasilevski, LCPC, PAEC Transitional Therapist will be available to provide counseling services to PAEC students and their families after hours, on weekends and during winter break when school is not in session. PAEC School Social Workers have provided his phone number, email, as well as the contact information of additional outside agencies, to students and/or their guardians on their caseload.

Ms. Lisa Pirrello (PAEC Lead School Social Worker) participated in the PAEC/District 93 Hillside, Inclusion meetings on December 4 and 14, 2020.

Ms. Lisa Pirrello (PAEC Lead School Social Worker) facilitated the 2nd Quarter LAN 60 Virtual Meeting on December 16, 2020. All agencies in attendance gave current updates on their organizations various programs which may be of benefit to PAEC students and their families. Updated information will be shared with the PAEC School Social Workers.

The PAEC Social Workers continue to turn in their daily work schedules to Ms. Pirrello, LCSW-PAEC Lead School Social Worker.

PAEC Speech/Language Department

The Lead SLP attended a Northern IL Speech Language Coordinators group meeting on Friday, December 4th, 2020 via Zoom. These meetings are extremely beneficial for gaining information from fellow coordinators regarding pertinent matters. Topics for discussion included IL regulations on providing services to students in other states/countries during COVID, regulations for related services logs, fluency assessment strategies, and more.

The Lead SLP and SLPs from PAEC Early Childhood attended a meeting on Monday, December 14th with administration from Hillside and PAEC to discuss Early Childhood inclusion and ways to increase communication and transition between programs.

PAEC Special Olympics

PAEC will be accepting applications and sign-ups for Special Olympics at PAEC for the 2020-21 school year when we return to the building. We continue to monitor what the CDC and the Governor says regarding return to play. Depending on when we get back into the building and each sports risk factors will determine what sports PAEC will be participating in. Also, the time-line that Special Olympics IL follows. When we get back in the building we anticipate normal numbers of student-athletes to sign up this year based on the interest from parents/guardians which last year was between 55-65 student-athletes throughout PAEC. That being said, that may change due to parents feelings towards COVID. We look forward to getting back to sports and competitions for our student-athletes.

XII. OLD/UNFINISHED BUSINESS

None at this time.

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

Ms. Boeh informed the Board that PAEC has received about 12 applications for the Business Manager position. Ms. Boeh and with the help of some of our Member Districts, will review the applicants and decide on the best three (3) candidates, and then set up interviews. Ms. Boeh will keep the Superintendents and the Governing Board informed of any actions.

XV. BOARD CORRESPONDENCE

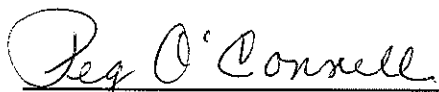
Ms. Boeh informed the Board that PAEC received a FOIA request from the Chicago Tribune. The FOIA request is looking for agreements and payments with the village of Maywood. PAEC does not have any agreements with the Village of Maywood and the only payments PAEC makes to Maywood is for water. PAEC will comply with the FOIA request and send them the information they are requesting.

XVI. ADJOURNMENT

Recommended Motion:

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

Respectfully submitted,



Peg O'Connell
President of the Governing Board



Dorothy Clark Smith
Secretary of the Governing Board

MB/lc