

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

**I. ROLL CALL**

Ms. O'Connell, President of the Board, called the meeting to order at 6:00 PM

**Roll Call:**

District 87	Ms. O'Connell	Present
District 88	Ms. Clark Smith	Absent (Arrived at 6:20 PM)
District 92	Ms. Joiner-Herrod	Present
District 93	Ms. Johnson	Present
District 209	Mr. Wagner	Absent (Arrived at 6:08 PM)

Ms. O'Connell stated that Ms. Johnson, from District 93, would act as Secretary Protem if Ms. Clark-Smith, Secretary of the Board, did not attend the meeting.

**II. AUDIENCE PARTICIPATION**

Mr. Michael James, new Assistant Executive Director of PAEC.

Ms. Boeh introduced Mr. Michael James and explained that Mr. James came to PAEC from District 88, where he was a Social Worker and Assistant Principal. Mr. James became the Principal at PAEC Elementary and did a great job helping our students and parents.

Mr. James introduced himself to each of the Board Members and was welcomed by everyone.

**III. APPROVAL OF GOVERNING BOARD MINUTES**

A. June 15, 2017- Governing Board Meeting

**Ms. Joiner-Herrod moved to approve the Governing Board Minutes of June 15, 2017 as presented.** Ms. Johnson seconded the motion.

**Roll Call Vote:**

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Absent
District 92	Ms. Joiner-Herrod	Aye
District 93	Ms. Johnson	Abstain
District 209	Mr. Wagner	Aye

3 Ayes  
1 Abstain  
1 Absent  
Motion Carried

B. June 27, 2017 – Special Governing Board Meeting

**Ms. Johnson moved to approve the Special Governing Board Minutes of June 27, 2017 as presented.** Ms. Joiner-Herrod seconded the motion.

**Roll Call Vote:**

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Absent
District 92	Ms. Joiner-Herrod	Aye
District 93	Ms. Johnson	Abstain
District 209	Mr. Wagner	Aye

3 Ayes  
1 Abstain  
1 Absent  
Motion Carried

**IV. APPROVAL OF CONSENT AGENDA**

V – Approval of Payroll

VI – Approval of Bills

XII – Approval of New Business

A. Out of District Student

B. Donation

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

2. Superstand Stander

3. Permobil C300 Power Wheelchair, walker, shower chair, potty chair, and stroller

C. Appointment of Assistant Director - Contract

D. Veterans Park District Intergovernmental Agreement

E. Employment/Resignations/Terminations

Ms. Johnson asked about the donated items due to the value of the items and also wanted to know if the donated items had been inspected for safety.

Ms. Boeh explained that all of the donated items were from family members of our students. The reason why items are donated is because the student may have out grown the item or there is no longer a need for it, so the family donates the item to PAEC. Ms. Boeh also explained that our OT staff is certified on checking all equipment to make sure everything is safe of our students. If a donated item does not pass inspection from our OT staff, we do not accept the item. Ms. Boeh also provided an explanation on each of the donated items.

**Ms. Johnson moved to approve the Consent Agenda, which encompasses agenda items V (Payroll), VI (Bills), and XII (New Business) as presented.** Ms. Joiner-Herrod seconded the motion.

**Roll Call Vote:**

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Absent
District 92	Ms. Joiner-Herrod	Aye
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Aye

4 Ayes  
1 Absent  
Motion Carried

**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 Minutes from the May 18, 2017 meeting were attached 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 was attached.

Ms. Boeh explained that current projections have PAEC starting the school year with 461 students. This is a normal number; however, it will increase as the school year starts.

- B. 2017-18 Projected District Child Count  
Information was attached.
- C. Transitioning Reports
  - 1. PAEC Therapeutic Elementary School – There were no transition reports this month.
  - 2. PAEC Therapeutic High School – There were no transition reports this month.
- D. Police Reports – Summer School Session  
PAEC Therapeutic Day Elementary School – There were no police reports this month.  
PAEC Therapeutic Day High School – There were no police reports this month.
- E. Initial Referrals  
Information was attached.
- F. PAEC Activity Fund Summary  
Information was attached.
- G. PAEC 2017-18 Budget  
Copies of the PAEC Budget are enclosed and have been sent to your District's Superintendent and Business Manager 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 was included with the agenda.

Ms. Tryon explained that each Superintendent and Business Manager received copies of the budget and their own district cost sheets and that they can contact her at any time to go over the budget or if they have questions.

Ms. Tryon summarized the budget notes:

In the Education Fund, even with District 89 withdrawing and District 87 opening their own classrooms, there was a cost savings of \$2,428,772 from the prior year's budget. This includes staff changes, salary and benefit increases, and new positions.

In the Operations & Maintenance Fund, the savings was \$23,688 from the prior year's budget. The savings is smaller than in the Education Fund but still a decrease from last year.

In the Transportation Fund, it may show an increase, however, there really isn't an increase. At the time we prepared the budget, 3 quarterly payments of 2015-16 transportation funds had not been received. These funds are being budgeted as revenue and also expenditures by PAEC and will forward to member districts as PAEC receives them in 2017-18. State transportation claims for 2016-17 are not being budgeted for 2017-18. The budget for 2017-18 without these funds is \$666,292, which represents a decrease from 2016-17 of -48%.

- 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 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 21<sup>st</sup>, Krucius 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 28<sup>th</sup>, 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 29<sup>th</sup>, 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.

Ms. Boeh explained that Summer School went very well and we had good attendance in all of our programs.

Ms. Boeh explained that Mr. Walker, the PAEC High School Principal is partnering with St. Eulalia Catholic Church so that our high school students can complete their community service hours. These hours are a graduation requirement and can also be utilized in our Restorative Justice Program. This will also give our students a sense of belonging to the community and teach them that their actions do affect their surroundings and those around them. They also will be partnering up with students at PAEC Center. They will study with them, tutor them, and be mentors to them. This will build student relationships and bond our high school students with PAEC, the community, and their fellow students. Spending time with the students at PAEC Center will show our Therapeutic Day High School students just how difficult some students really have it.

Ms. Boeh explained that she and Ms. Vanessa Schmitt from District 209 are working on making the Transition Program a diploma program for the 2018-19 school year. The transition program is designed to teach students to find and keep employment, find housing, be part of the community, stay active and fit, and how to be independent. Ms. Boeh and Ms. Schmitt would like to start working with these students at the age of 14 to begin their diploma program.

**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 12<sup>th</sup>, 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 12<sup>th</sup> - June 30<sup>th</sup>: Angela Forgione, Katie Huck, Traci Wildey, Libby Farrell, Jennifer Koller, Katelin Hanisch, Julie Tarjan, Nichole Kussman, and Kamila Bonnett provided S/L services for District 209 during their summer school program, from June 5<sup>th</sup> - July 18<sup>th</sup>.

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 12<sup>th</sup> 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

**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.

**Ms. Johnson moved to approve the PAEC Litigation Committee Minutes of October 20, 2016 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	Ms. Joiner-Herrod	Abstain
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Abstain

3 Ayes  
2 Abstains  
Motion Carried

**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.

**Ms. Johnson moved to approve the Closed Session PAEC Litigation Committee Minutes of October 20, 2016 and to withhold from public review as presented.** Ms. O'Connell seconded the motion.

**Roll Call Vote:**

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Ms. Joiner-Herrod	Abstain
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Abstain

3 Ayes  
2 Abstains  
Motion Carried

**XIV. BOARD CORRESPONDENCE**

Ms. O'Connell thanked the Board for the flowers she received during her hospitalization in June.

**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.

**Ms. Johnson moved 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 withhold from public review 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	Ms. Joiner-Herrod	Abstain
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Aye

4 Ayes  
1 Abstain  
Motion Carried

There was no reason to go into Closed Session.

**XVI. ADJOURNMENT**

**Ms. Johnson moved to adjourn the meeting at 6:45 PM for lack of further items to discuss.**


Mr. Wagner seconded the motion.

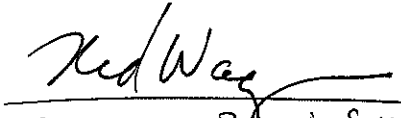
**Roll Call Vote:**

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Ms. Joiner-Herrod	Aye
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Aye

5 Ayes  
Motion Carried

MB/lc

  
Governing Board President

  
Governing Board Secretary