

**PROVISO AREA FOR EXCEPTIONAL CHILDREN  
GOVERNING BOARD MEETING  
PAEC HIGH SCHOOL – 6:00 PM  
JULY 15, 2021  
MINUTES**

**I. ROLL CALL**

Mr. Ned, Vice-President of the Board, called the meeting to order at 6:10 PM.

**Roll Call:**

District 87	Ms. O'Connell	Present
District 88	Ms. Clark Smith	Present
District 92	Mr. Morris Jr.	Present
District 93	Mr. Richardson	Present
District 209	Mr. Wagner	Present

Also present: Mr. Michael James, PAEC Executive Director, Ms. Vanessa Schmitt, PAEC Assistant Director, Dr. Sherry Reynolds-Whittaker, Business Manager, Ms. Linda Theis, Administrative Assistant, and Mrs. Trainette Latham, Recording Secretary

**II. AUDIENCE PARTICIPATION**

None

**III. APPROVAL OF GOVERNING BOARD MINUTES**

A. June 17, 2021 Meeting

**Ms. O'Connell moved to approve the Governing Board Minutes of June 17, 2021 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. Morris Jr.	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes  
Motion Carried

B. June 24, 2021 Meeting

**Ms. Clark Smith moved to approve the Governing Board Minutes of June 24, 2021 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	Mr. Morris Jr.	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes  
Motion Carried

**IV. APPROVAL OF CONSENT AGENDA**

V - Approval of Payroll

VI - Approval of Bills

XII - New Business

A – People Cab Company Contract

- B – 2021-2022 Governing Board Meeting Days
- D – Illinois Municipal Retirement Fund
- E – Fundraising Donations
- F – Retirement Resolution
- H – Employment/Resignations/Terminations

Mr. James explained that there has been a rate increase from People Cab Company by 37.5%. A \$0.75 dollar increase was requested from \$2.00 to \$2.75. People Cab Company has been very reliable, on time and have worked very well with students that have exhibited behavioral issues.

There has been a conflict in schedules due to overlapping meetings with Governing Board members which has resulted in discussions of changing the board meetings from Thursday to Wednesday. Going forward all meetings will held on the 3<sup>rd</sup> Wednesday of each month starting August 2021.

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

**Roll Call Vote:**

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Mr. Morris Jr.	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes  
Motion Carried

**VII. EXECUTIVE BOARD REPORT**

The Executive Board did not meet in July 2021.

**VIII. DuPAGE/WEST COOK REPORT**

Mr. James spoke with Dr. Kennedie Strickland-Dixon regarding continuing the way things are and having Dr. Suchinski as backup.

**IX. COMMITTEE REPORTS**

No reports at this time.

**X. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT**

Mr. James explained that we will be switching to Village Press for next school year.

He also mentioned that PAEC has been invited to have a booth at both District #88 and District #89 Back to School Events. There will be a BBQ and school fair that will take place on August 21<sup>st</sup>. Mr. James will continue to attend village events. On August 11<sup>th</sup>, parents, students, and community members will have the opportunity to meet Dr. Jackson (New Principal District #92) from 5:00pm-7:00pm.

PAEC will continue to partner with District #87 to offer ESL certification for our teachers.

Mr. James explained that through partnership with District #92 (Lindop), PAEC will be providing opportunities for staff, parents and community members to further their education and to receive a discount rate of 15% for tuition to help make it affordable through Grand Canyons University

(GCU). The more people we can get to participate, we could be able receive the maximum discount for tuition up to 25%. Grand Canyon University will be willing to work with students to show them college life experiences and to also give students another perspective about furthering education.

As of August 21<sup>st</sup>, Governing Board Meetings will return fully to in-person meetings. We will no longer continue with using zoom.

Full repair of PAEC Center sidewalk has been completed at the front entrance. The most critical parts were done first.

We will be seeking guidance from Governor Pritzker as it relates to CDC guidelines changing regarding Covid-19. Mr. James explained that it will be beneficial to keep 3ft distance and possible masking for the fall return due to the COVID-19 infection rates going back up with new Variant. There is a concern for some of our students who are not able to wear masks. Purifiers were installed in the Divine Infants and cleansing stations throughout all PAEC programs have been installed. We will continue with one person using restrooms at a time.

A. Initial Referrals

Information was attached.

B. Police Reports

1. PAEC Therapeutic Day Elementary School – No police reports for this month.
2. PAEC Therapeutic Day High School – No police reports for this month.

C. PAEC Activity Fund Summary

Information was attached.

D. PAEC 2020-21 Budget

Copies of the PAEC Budget are enclosed and have been sent to your District's Superintendent and Business Manager for review. Dr. Sherry Reynolds-Whitaker, PAEC Business Manager, will provide a presentation regarding the 2021-22 PAEC Budget during our meeting. We will need to approve the budget during the September Board Meeting.

Dr. Reynolds-Whitaker explained that there is -0.91% decrease in the Education Fund. Some of the decrease is due to staff (salary and retirements). There was an increase of 2.34% in the O&M fund.

There was a decrease of -14.49% in the Transportation fund due to the pandemic. Prices however, for transportation have risen recently.

Ms. Clark Smith mentioned that the PAEC Budget was approved on July 12<sup>th</sup>.

E. PAEC Program Updates

**PAEC Business Office – Dr. Sherry Reynolds-Whitaker, Business Manager/CSBO**

With the 2021-22 budget complete, and the fiscal year finished the business office is working on end of year cost sheet reports and summer school payroll.

Dr. Reynolds-Whitaker is completing the quarterly Medicaid reports and is completing final cost sheets and final out of district tuition billing for District 91.

The business office is gathering documents to send to our auditors for our remote preliminary audit taking place later in September around the 16<sup>th</sup>.

Our Payroll and HR Coordinators are updating and inputting salary and benefit data in Infinite Visions for employees preparing for our first all staff payroll for the new fiscal year.

### **PAEC Early Childhood Program**

The Early Childhood Program ended with a small group of students for the extended school year program but the children were able to play and socialize in person five days a week. The students loved it. They were able to social distance when necessary and wear their masks with minimal support.

The school year was very busy and bittersweet as we said a final goodbye to our long time EC teacher, Carol Michels. She used her sub limited days to provide instruction the whole school year to one of our EC classrooms. We are deeply grateful for her donated time.

We are so excited that we are transitioning 8 children back to district kindergarten programs and 4 back to their district preschools. The low numbers of students returning to district kindergarten classrooms is due to the high numbers of students returning to the district for their last year of preschool. We are diligently working on transitioning our students to the least restrictive environment as soon as they are ready. Ten of our students will be attending one of our PAEC Kindergarten classrooms.

We are projected to start the new school year with 2 sections of all-day classes for children with Autism so that we can meet the needs of the children effectively. We will continue to have two half-day classrooms (4 sections of EC cross categorical classes). The EC evaluation team has 3 children projected to test in August that are transitioning out of Early Intervention or were referred from their home district after going through preschool screenings.

Finally, we are happy to have a brand new EC teacher starting in August who will take the place of Mrs. Carol Michels, who retired as mentioned above. She is a graduate from Elmhurst University and comes highly recommended. Welcome Linnea Aguilera!!!

### **PAEC Therapeutic Day Elementary School**

The month of June was an exciting time for the students, because they returned to school on a full-time basis. Extended School Year (ESY) was completed with our normal ESY hours and adjusted routines to implement all Center of Disease Control guidelines. The focus was on interventions for Math, Reading, and Social/Emotional areas. All of the students that participated received face to face instruction. The students enjoyed seeing their peers and getting a chance to socialize daily.

The students continued to follow all of the newly implemented safety procedures during extended school year. The team continues to do an outstanding job with encouraging and reminding students to adhere to the guidelines. The team continues to use behavior modification incentives to encourage appropriate behavior.

There were no physical restraints and no police incidents for the month of June. There were 4 time outs for two students and interventions were adjusted to assist the students with Expectations.

### **PAEC Academy at Divine Infant**

PAEC Academy summer school went well. We started out with 32 students and ended up with 25 due to illnesses and family vacations. Students were happy to be back, and are looking forward to returning in the fall. Our summer school theme was nature. Students

learned about plants and animals. Classes planted flowers which they took home the last day of summer school.

We have been busy collecting chromebooks and registering students for the fall. We have 6 students we still need to collect devices from and register for the upcoming school year. We currently have 49 students starting in the fall.

### **PAEC Center**

ESY this year was a continuation of the school year. Masks continued to be worn and social distancing was still in effect.

Students came ready to learn. The classrooms were bright and students appeared happy to be back.

During ESY students continued to work on their independent and academic skills as well as receive Speech, OT and PT therapy services.

The weather proved fickle and field trips in the neighborhood were limited due to heat and/or rain. The overall theme for ESY was oceans. Teachers prepared engaging and thought provoking lessons around this topic.

Everyone is looked forward to the summer break to recharge for the upcoming school year!

### **PAEC Therapeutic Day High School**

As we conclude the final week of summer school, our final student count is representative of numbers from years past (down 50%). As a team, we are delighted to have our students back five days a week. In person learning has been the best means for our students to receive instruction. Course offerings for this summer include: Algebra I, Geometry, English I, II, III, IV, and Physical Education.

### **Family Funding**

PAEC Administration worked with ISBE to address attendance concerns as they related to parents being issued a P-EBT Card. We are able to identify that student attendance entered into our Teacher Ease data-based did not mirror that of the SIS (student information system) per ISBE. To rectify the issue, student attendance was manually entered into the ISBE system to allow families' to receive payment immediately.

### **PAEC Speech/Language Department**

The following SLPs have been hired for the 2021-2022 school year:

- Annaliese Miller- PAEC Center and D87 Parochial (PAEC Employee)
- Abby Anderson- D87, Sunnyside (PAEC Employee)
- Nainee Jagad- PAEC Center (EBS)
- Natalie Jamarillo-B/L SLP D88, Lincoln Primary & Grant Primary(Stepping Stones)
- Abby Wendell- D88, Lincoln Elementary (EBS)
- Antoinette Thompson- D209, Proviso East/PMSA (Spotter)

Lead SLP is working to develop a professional development calendar and schedule for S/L department meetings for the upcoming school year.

### **PAEC OT/PT Department**

**Staff adjustments:** We have filled the 4 full time OT open positions for next year. Iris Saucedo COTA, Jamie Kramer OT, Ashley Maldonado OT, and Sheryl Mathew OT

**Adjustments to the website:** None at this time.

**Activities of the department:**

1. The AT Team has submitted a Presentation Proposal to Closing the Gap 2021 Conference. The title is: AAC for Preschool: A review of AAC options, research, and personal experiences.
2. The OT/PT/AT departments conducted services in person during summer school. They collaborated with teachers, program assistants, and other related staff to perform these tasks.
3. The OT/PT department participated in the District 87 Preschool Screenings on 6-15-21.
4. The OT/PT department is currently working on updating our elementary RTI boxes and making resources available electronically.

**XI. OLD/UNFINISHED BUSINESS**

None at this time.

**XIII. CLOSED SESSION**

**Mr. Wagner moved to convene into Closed Session at 6:46 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.** Ms. Clark Smith seconded the motion.

**Roll Call Vote:**

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Mr. Morris Jr.	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes  
Motion Carried

The Board returned to Open Session at 7:04pm

The Board voted on items XII-C, G

**C. Authorization of Signatures**

Approval and authorization of signatures of Dr. Sherry Reynolds-Whitaker and Ms. Vanessa Schmitt for deposits of the Imprest and Activity Fund bank accounts.

**Ms. Clark Smith moved to approve Dr. Sherry Reynolds-Whitaker and Ms. Vanessa Schmitt as authorized signers and depositors of the PAEC Imprest and Activity Fund bank accounts 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	Mr. Morris Jr.	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes  
Motion Carried

**G. Administrator's Contract**

Approval of Assistant Director Contract

**Ms. O'Connell moved to approve the Assistant Director's Contract, 2021-2023, between the Governing Board and Vanessa Schmitt, as presented and the Governing Board President and Secretary to be authorized to execute the said Contract as being 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. Morris Jr.	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes  
Motion Carried

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

Our next Governing Board Meeting is scheduled for August 18, 2021.

**XV. BOARD CORRESPONDENCE**

Thank you card for 17years of service from Debbie Tryon. Resignation letter from Shaylon Walker who is now a Grade Level Principal at PMSA. Flowers were sent to Marcy from First Student in the loss of her Fiancé'.

**XVI. ADJOURNMENT**

**Ms. O'Connell moved to adjourn the meeting at 7:10 PM for lack of further items to discuss.** Ms. Clark Smith seconded the motion.

**Roll Call Vote:**

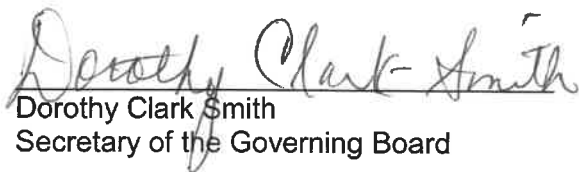
District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Mr. Morris Jr.	Aye
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Aye

5 Ayes  
Motion Carried

Respectfully submitted,



Brian Dawson  
President of the Governing Board



Dorothy Clark Smith  
Secretary of the Governing Board

MJ/TL

