

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 6:00 PM
AUGUST 20, 2020**

MINUTES

I. ROLL CALL

Ms. O'Connell, President of the Board, called the meeting to order at 6:05 PM.

Roll Call:

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

Also present, Ms. Mary Beth Boeh, PAEC Executive Director, Ms. Debbie Tryon, Business Manager, Mr. Michael James, Assistant Director, and Ms. Lourdes Castillon, Recording Secretary.

II. AUDIENCE PARTICIPATION

None

Ms. O'Connell asked the Board to amend the agenda, she asked to move Closed Session to the third item on the agenda because we had speakers/presenters waiting.

Ms. Clark Smith moved to amend the agenda and move XV- Closed Session to the third item on the agenda. Mr. Wagner 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

CLOSED SESSION

Mr. Dawson moved to convene into Closed Session at 6:08 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 and under section 2(c)21 to discuss minutes of prior meetings lawfully closed under the Open Minutes Act for the purpose of review, approval or release of minutes as presented. Mr. Munoz 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

Board Members received a copy of the Closed Session Minutes of August 15, 2019, August 28, 2019, November 21, 2019, December 19, 2019, January 16, 2020, February 20, 2020, March 19, 2020, and July 16, 2020, for their review.

Mr. Wagner moved to return to Open Session at 8:04 PM. 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

Mr. Wagner moved to approve the Closed Session Minutes of August 15, 2019 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	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

Mr. Wagner moved to approve the Closed Session Minutes of August 28, 2019 and to release for public review or 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	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

Mr. Wagner moved to approve the Closed Session Minutes of November 21, 2019 and to release for public review or 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	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

Mr. Wagner moved to approve the Closed Session Minutes of December 19, 2019 and to release for public review or 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	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

Mr. Wagner moved to approve the Closed Session Minutes of January 16, 2020 and to release for public review or 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	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

Mr. Wagner moved to approve the Closed Session Minutes of February 20, 2020 and to release for public review or 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	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

Mr. Wagner moved to approve the Closed Session Minutes of March 19, 2020 and to release for public review or 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	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

Mr. Wagner moved to approve the Closed Session Minutes of July 16, 2020 and to release for public review or 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	Mr. Dawson	Aye
District 93	Mr. Munoz	Aye
District 209	Mr. Wagner	Aye

5 Ayes
Motion Carried

III. APPROVAL OF GOVERNING BOARD MINUTES

Mr. Munoz moved to approve the Governing Board Minutes of July 16, 2020 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

IV. APPROVAL OF CONSENT AGENDA

V – Approval of Payroll

VI – Approval of Bills

XII – New Business

A - Contractual Agreements

B - Staff Increase – District 88

C - Revised 2020-21 School Calendar

D - Proviso Township Mental Health Commission

E - Approval of Employment/Resignations/Terminations

Mr. Wagner moved to approve the Consent Agenda, which encompasses agenda items V (Payroll), VI (Bills), and XII (New Business) 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

VII. EXECUTIVE BOARD REPORT

The Executive Board meeting was held on August 13, 2020. 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 and Mr. Evan Whitehead from District 92, and Ms. Vanessa Schmitt from District 209. They reviewed and recommended approval of all the items on the agenda.

VIII. DuPAGE/WEST COOK REPORT

No reports at this time.

IX. COMMITTEE REPORTS

No reports at this time.

X. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

A. Projected 2020-21 District Child Count Report

Information was attached.

B. Projected 2020-21 Classroom Staffing Patterns

Information was attached.

Ms. Boeh explained that student projections are very similar to June. School has not officially started for students and they will be learning remote, however, a lot has gone into planning and everything should run smoothly. Teachers will be contacting parents, program assistants will be assisting their teacher, and principals will be checking in with the therapist and making sure that everything else is getting done.

PAEC is taking every step to meet and ensure all safety procedures are being followed. Outsiders must have any appointment to enter the building, their temperature is taken before anyone enters and they must have a face mask.

PAEC ordered chromebooks for all students enrolled in our programs, however, they have not arrived, there is a huge demand from all school districts.

C. Initial Referrals

None at this time.

D. PAEC Activity Fund Summary

None at this time. There has been no activity at this time.

E. PAEC Program Updates

PAEC Business Office – Ms. Debbie Tryon, Business Manager

The business office has completed all year end 2019-20 financial reporting.

The business office successfully worked with our auditors gathering documents and uploading them into “the huddle” a secure site to enable the auditors to complete our remote preliminary audit work. It was quite an interesting learning experience. It is likely that the final audit work could also be done remotely in September. The auditors will be providing Ms. Tryon with the file to complete the back schedules of the audit report early in September.

The business office is updating and inputting salary and benefit data in Infinite Visions for employees, preparing for our first all staff payroll for the new fiscal year. Ms. Tryon will be working on computing and verifying salaries for staff later in August.

Our HR Coordinator is working on ensuring that appropriate PAEC staff are classified correctly on our medical, life, and dental rosters for the new fiscal year.

Summer school billing will be computed in August and sent out to member districts.

PAEC is waiting for a renewal contract from Peoples Cab for the new school year. The company indicated that there would be no rate increase and have provided us with appropriate COVID-19 safety procedures that they are putting in place within their cars and drivers.

PAEC received our annual P-Card rebate check for last fiscal year in the amount of \$2,519.21.

PAEC Early Childhood Program

The Early Childhood program is preparing to do remote learning for the first quarter of the school year. We have reached out to the Parents via ClassDojo and our new secretary at PAEC Elementary, Alvesa Thomas, is calling the parents to notify them of our projected start date and new registration process. We are starting the school year with 48 students total in our four classrooms housed in the elementary building.

PAEC Therapeutic Day Elementary School

We are busy getting prepared for the upcoming school year. The staff will participate in various professional development sessions in order to prepare for remote learning. We will be using the Goggle platform for instruction with various software to supplement and support students.

We have implemented online registration and will provide registration by appointment to any families that may require it.

PAEC Academy at Divine Infant

PAEC Academy is busy getting ready for the new school year. The principal and secretary are back at Divine Infant daily. We are busy trying to get all of our students registered both at PAEC and at their home district.

When the staff returns on August 19th, we will be training staff on Class Dojo, Moby Max, google Hangouts and Zoom. We want to be sure that all teachers and program assistants know how to use these programs. Teachers will be writing lesson plans for a five hour period each day. Teachers, therapists, and the social worker will be working out a schedule to make sure all services are being provided and they are not overlapping their times. Program Assistants will be working with students online as well.

Teachers will also be sending home worksheet packets for students to work on. There will be enough sent home to cover the 9 week period that we will be on remote learning. We hope to distribute chrome books to the students as soon as possible along with hotspots if needed. We want to make lessons as interactive as possible to fully involve students in the learning process.

Letters went out to parents explaining the plan for the first quarter and reminded them to register their students, with us and their home district. We are also making phone calls to parents to make sure they are registered.

PAEC Center

We will begin the new school year as we ended the last, with remote learning.

Over the summer, PAEC Center has had some physical changes. The floor runners have been removed and the tile floor underneath is gleaming. We have added floor decals to the B & D Pods. Not only have they brightened the hallways, the PT and OTs will be able to use them therapeutically.

Teacher and staff meetings will be held on August 19th to discuss the start of the school year. Staff members have been able to sign up for times so they can enter PAEC Center safely, socially distanced to get lessons ready for the students.

Registration has begun in earnest. Remote registration has been working well.

Teachers and other staff have been in contact ready to begin the new school year!

PAEC Center Vocational Program/Transition Program

Regina Smith is the new Transition Coordinator this year. She has reported that due to COVID-19, all movie theaters have been closed, Olive Garden has limited hours and work opportunities. When school resumes, she will contact all the students who were gainfully employed and inquire about their current status.

PAEC Therapeutic Day High School

For the first academic quarter PAEC High School will use the remote learning option. With additional preparation days as recommended from ISBE, the first day of school for students will be August 26th.

From August 19 - August 25th, the first 5 days of the school year will be used for training, professional development, and planning. Staff will use discretion as they prepare for the 2020-21 academic year. Staff have the option of planning from home or remotely.

All students will be required to check in for attendance through Teacherease.

All students are registering on-line.

XI. OLD/UNFINISHED BUSINESS

None at this time

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

The next Governing Board Meeting is scheduled for September 17, 2020.

Ms. Boeh showed a video from our Buildings and Grounds Coordinator, it explained all the positive benefits and current savings PAEC is experiencing with the ComEd Energy Efficiency Program.

XIV. BOARD CORRESPONDENCE

None at this time

XVI. ADJOURNMENT

Ms. Clark Smith moved to adjourn the meeting at 8:28 PM for lack of further items to discuss. 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

Respectfully submitted,



Peg O'Connell
President of the Governing Board



Dorothy Clark Smith
Secretary of the Governing Board