

PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 6:00 PM
SEPTEMBER 19, 2019
MINUTES

I. ROLL CALL

Ms. O'Connell, President of the Board, called the meeting to order at 6:03 PM.

Roll Call:

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

II. AUDIENCE PARTICIPATION

None

III. CLOSED SESSION

There was no need to go into Closed Session.

IV. APPROVAL OF GOVERNING BOARD MINUTES

A. August 15, 2019 Meeting

Ms. Clark Smith moved to approve the Governing Board Minutes of August 15, 2019 as presented. Mr. Munoz seconded the motion.

Roll Call Vote:

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

5 Ayes
Motion Carried

B. August 28, 2019 Meeting

Ms. Griffin moved to approve the Governing Board Minutes of August 28, 2019 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. Griffin	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 - New Business

A. FMLA Request

1. Ms. Sonya Prater
2. Mr. Nathaniel Turner

B. PAEC Policies – First Reading

C. Employment/Resignations/Terminations

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

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Ms. Griffin	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 September 16, 2019. 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 Ms. Vanessa Schmitt from District 209. They reviewed and recommended approval of all the items on the agenda.

IX. DuPAGE/WEST COOK REPORT

No reports at this time.

X. COMMITTEE REPORTS

No reports at this time.

XI. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

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

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

C. Current Student/Staff Monthly Report
Information was attached.

Ms. Boeh explained that we had a higher number of move-in and diagnostic students than normal at the beginning of this school year.

Ms. Boeh explained that she is working on having a full staff. PAEC is still in need of one Social Worker and a few Program Assistants.

D. Transition Reports

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

E. Initial Referrals

Information was attached.

F. Police Reports

1. PAEC Therapeutic Day Elementary School – No police reports for this month.
2. PAEC Therapeutic Day High School – Yes
On Thursday, August 22nd, an incident occurred on the bus, the bus attendant documented the problematic concerns of a student. When entering the school, the same student exhibited aggressive behavior such as kicking and threatening to shoot or

stab staff upon his return. The incident resulted in a staff member being taken away in an ambulance and another staff member being hurt. The Maywood Police Department responded to the incident and the student was detained from the premises.

Ms. Boeh explained that this student has a problem with aggression. District 209 is aware of the situation. Student was suspended but is back at school now; student has a behavioral plan in place and is now on a cab for his safety and the safety of others.

G. PAEC Activity Fund Summary

Information was attached.

H. PAEC 2019-20 Goals

Information was given to each Board Member.

Ms. Boeh went over her and Mr. James goals and gave a brief explanation of each one.

Ms. Tryon went over her goals and gave a brief explanation of each one.

I. PAEC Program Updates

PAEC Business Office – Ms. Debbie Tryon, Business Manager

The business office has successfully computed and inputted our first all staff payroll in Infinite Visions.

Ms. Tryon is finalizing the back schedules of the audit report for the auditors who will be on site in two weeks to complete the audit fieldwork for the 2018-19 fiscal year. Other worksheets and documents have been completed and sent to the auditors.

Ms. Tryon continues to work on a daily basis with business office staff who are new to their positions, training and working alongside them as we begin to refine and improve our learning of Infinite Visions software and complete business office work.

Our new Lunch & Breakfast Program Coordinator is working on our first monthly claim report including the breakfast program in the CEP Program. We have also begun cross training her in Accounts Payable.

Ms. Tryon is reviewing documents from staff of their coursework taken last fiscal year that will be used to compute tuition reimbursement paid to appropriate staff in December 2019.

PAEC Early Childhood Program

The EC program is ending the month of August with students registered and attending the program on a regular basis. The diagnostic team started out the school year very busy. We have tested five children in the last week of August, which were referred from the Early Intervention program and the District 93 preschool screening from June. September promises to be just as busy with initial evaluations and annual reviews already scheduled for the first two weeks. The Hillside blended preschool program successfully opened August 26, 2019 and they are at the general education capacity of 70% enrollment. The classroom was remodeled and it is a beautiful environment for children to learn and grow.

PAEC Therapeutic Day Elementary School

The school year is off to a great start. The entire PAEC Elementary staff participated in Crisis Prevention Institute training during teacher institute days. The team continues to focus on verbal de-escalation training and providing support to students prior to a crisis behavior. The team participated in a refresher course, which is six hours of training and they will receive their certification cards.

All students will be benchmark in Reading and Math using FastBridge software, starting Monday, September 9, 2019. All data will be reviewed to determine interventions for new and returning students.

There will be an Open House on Thursday, October 3, 2019. The teachers will have information about classroom procedures as well as interventions. Open House will be from 5:30 pm to 7:00 pm.

PAEC Academy at Divine Infant

PAEC Academy staff has been working hard to unpack and set up our new location at Divine Infant. We are now completely unpacked and running smoothly.

Our IT department has been busy working on the internet for the building and updating our Chromebooks. We should be ready to start benchmarking soon. The custodial staff has also been very busy, updating and organizing the building.

Divine Infant is correcting minor building issues. They have been great with communication and dealing with the issues as quickly as possible.

The Open House is scheduled for the evening of September 19th. Parents are looking forward to touring the building and talking about curriculum, homework expectations, etc.

Three of the PAEC Academy teachers are on the evaluation schedule for the 2019-20 school year. I will be meeting with teachers to go over goals, methods, students who they choose to use for student growth, etc.

We will have eight student teachers from Concordia University working with us this fall. Each of them spends 3-4 hours a week in one of our classrooms. They work with all of the students but also do a case study on a student of their choice. Parents will be notified if their student has been chosen and will have to give permission for the student teacher to access assessments and reports.

We are all looking forward to a great school year in our new building.

PAEC Center

August flew by quickly! The students are getting used to their new classrooms and everyone is starting to settle in for the year.

The breakfast program is proving successful. Additionally, it has created vocational opportunities for the students here. Students push three different carts down the halls daily to deliver the breakfast to their peers. A staff member is assigned to assist, but this has proven to be a great vocational opportunity.

We have also expanded our opportunities for vocational training to our students here at Center. They are recycling, cleaning the halls, computer labs and the early childhood center. They are filling the pop machine as needed. The school store is on the verge of being opened and delivery of supplies to different areas of the building has begun. Two classrooms are teaming up to start a rolling library, bring the library to the various classrooms.

Unique curriculum is in place for the majority of the students at PAEC. Beginning of the year assessments are due at the end of September.

There are quite a few walking field trips planned for student growth in navigating the neighborhood.

Team Meetings have started as well as Classroom Team Meetings. Overall, a great start to the new year.

PAEC Center Vocational Program/Transition Program

There are currently 87 students participating in vocational opportunities both in and out of the school environment.

This month volunteer schedules for students, job coaches, and volunteer sites were put in place. The volunteer sites the students worked at last year were contacted via phone or meeting. Every one requested to our volunteer participation again with this school year.

Job coaches were tentatively assigned to the same sites as the year before. As we explore busing and timing issues, this may be altered to take advantage of cost savings.

A meeting was held with Catholic Charities to discuss training our job coaches in their new system. This is set to begin on October 1st.

Job Coach meetings are held weekly to discuss placement of students and any issues that may arise. All scheduled boards have been updated and volunteer opportunities will begin on September 2nd, when students return from the long holiday weekend.

Currently we have 8 students competitively employed and 4 others that had job interviews this past month.

PAEC Therapeutic Day High School

The PAEC High School staff is excited for the opportunity to adjust our academic programming to meet the needs of our students in the 21st century via the online learning platform. The new curriculum is Discovery Education, which is a standard based curriculum, that allows our students to access real world experiences though practical application with the use of a student Chromebook.

In collaboration with Proviso Township/Strengthening Proviso Youth Organization, PAEC High School and PAEC Elementary staff participated in a training at School District 89 in Melrose Park. The training was conducted by a representative from the Search Institute to discuss the importance of incorporating both internal and external assets into the framework of the program. The training provided staff with a guide to understanding the importance of each category of the developmental assets to positively support the development of youth.

PAEC Therapeutic Day High School Vocational Program

Mr. Loving has met with a representative from the Hilton to initiate our Hilton Hotel Training Program and took 20 students to the Hilton for orientation. They are requesting students for four different departments (culinary, housekeeping, engineering, and houseman). We will have an am and pm shift. Mr. Loving is developing the roster. Projected start will be the week of 9/16/2019.

Mr. Loving has also met with a representative from Firehouse Subs to initiate our Firehouse Subs Training Program. They will continue to train our students in food prep, but will also be adding a focus on the business aspect. Mr. Loving is planning to take approximately 20 students to orientation during the week of 9/9/2019. After the orientation, he will develop a roster. Firehouse will be increasing to two shifts, an am and pm, with three students on each shift. Projected start will be the week of 9/16/2019.

Mr. Loving has been in contact with Core Yoga Studio. They are under new management and are very much interested in having our students train there. Details are forthcoming.

Three classrooms at PAEC Center and one classroom of early childhood will be involved in our PAEC Leadership Program. At this point, eight students are participating. Mr. Loving has already met with the staff for each classroom and put together the schedule, he is finalizing the roster. Projected start will be the week of 9/16/2019.

Mr. Loving is working with Dreamchasers to develop an afterschool program for our students. Mr. Loving is scheduled to meet with them on 9/9/2019.

Mr. Loving is working with Pathway; they provide job training to students 18-24, who no longer attend school. An orientation is scheduled for 9/10/2019 for those interested. Mr. Loving has reached out to our graduates from the past four years.

Mr. Loving is working on a rosters for our after school work training programs, including the Custodial Program at PAEC and the Hilton. These students will receive a stipend. Mr. Loving plans to have 8 students participating. Projected start will be the week of 9/16/2019.

PAEC Intervention Team

District 87

Jefferson Primary School

Two Behavior Coaches are offering full-day support to a student who elopes from the classroom, and two students who also are flight risks in addition to aggressive behavior. There are also three students, two that received support last year, that are being monitored and being given extra support.

Whittier Primary School

Consultation is being provided to a student who has had some behavior incidents, but has a good behavior plan in place.

MacArthur Middle School

Classroom management support is being given to a new teacher that is having some difficulty with a few classes. A CHAMPS format is being followed to address the situation.

District 209

Proviso East and Proviso West High Schools

A third Behavior Interventionist has been hired, for both high schools.

PAEC OT/PT Department

Two new OT's were hired for the 2019-20 school year: Judith Chavira and Raveena Kingra.

We are in the process of getting our items from the Container Store for the reorganization of the OT/PT and SLP Lead office at PAEC Center and ordering equipment supplies for students.

The AT team is working on getting equipment and devices to students who were using them last year.

The OT/PT staff are working on getting equipment out to the appropriate students and schools for the start of the new school year. This also includes getting the Rtl Boxes out to the district schools.

The OT/PT staff have been busy getting both Sensory Rooms at PAEC Center and PAEC Elementary up and running this school year.

The Assistive Technology team is working together with the Speech Department to come up with a training schedule for AAC devices/software.

We had nine therapists participate in the District 87 Pre-School Screenings at Whittier School on September 4th, from 4:00 pm - 8:00 pm.

PAEC Psychologist Department

Three new Psychologists were hired for the 2019-20 school year:

Ms. Robin Zimmerman - PAEC Center

Ms. Melissa Gomez-Hernandez – District 87, Northlake Middle and Riley Elementary

Ms. Daphne LeCesne - PAEC High School

A full-time school Psychologist Intern from Loyola University Chicago was hired for the 2019-20 school year. Ms. Kailey Byrne will be supervised by Psychologist, Ms. Dayle Ashley-Harding at Hillside and by Ms. Mary Therese Geary at PAEC.

Ms. Melanie Pangalilingan is a practicum student from Loyola's School Psychology program. She will be supervised and working part-time with Psychologist, Dr. Michael Cermak and Lead Psychologist, Ms. Geary.

Psychologists, Ms. Robin Zimmerman, Ms. Daphne LeCesne, and Ms. Mary Therese Geary, attended PAEC's Institute Day, August 19th.

Psychologists, Dr. Michael Cermak, Ms. Paola Gonzalez-Bonet, and Ms. Melissa Gomez-Hernandez, attended District 87's Institute Day at Northlake Middle School August 19th.

Psychologist, Ms. Dayle Ashley-Harding and Psychologist Intern, Ms. Kailey Byrne, attended Hillside's Institute Days, August 19th and 20th.

PAEC Social Work Department

The following PAEC Social Work Staff additions/changes have been made since August 14, 2019:

- Ms. Dana Truger, MSW, will be providing school social work services to identified special education students attending Proviso West High School.
- Ms. Amy Santino, MSW, will be providing school social work services to identified special education students attending Proviso East High School.
- Ms. Nefeteri Okene, MSW, will be providing school social work services to identified special education students attending Proviso East High School.

The PAEC School Social Work Department had their first In-Service on Friday, August 30, 2019 in the PAEC Alternative High School Therapeutic Day School Conference Room. Ms. Lisa Dion, LPC, RPT-S, provided a webinar on "Pre-Teens & Teen Play Therapy". Additionally, Ms. Lisa Pirrello, LCSW, (PAEC Lead School Social Worker) discussed House Bill 3586, as it pertains to providing school social work services to students who have this related service listed in their active IEP. As well as the ABAS-3, (Adaptive Behavior Assessment System, 3rd Edition) which will replace the Vineland Adaptive Behavior Scales previously utilized by the PAEC School Social Workers as the formal adaptive assessment tool.

The PAEC School Social Work Department Committees for the 2019-20 School Year:

- In-Service Committee (Co-Chair: Ms. Monette Carlos, LCSW) – This committee plans and coordinates, with the Lead School Social Worker (Ms. Lisa Pirrello, LCSW), social work related workshops, trainings, and in-services for the 2020-21 school year.

- Sunshine Committee (Co-Chair: Ms. Lindsey Holsten, LCSW) -This Committee plans and coordinates the PAEC School Social Work Department's sending of gifts, floral arrangements, cards, etc., on behalf of the department, for the births, marriages, illnesses, etc., of other PAEC Employees or various agency personnel in the Proviso Township Area. This committee, also, plans the PAEC School Social Work Department's luncheons and/or breakfasts during regularly scheduled department meetings.
- Crisis Committee (Co-Chair: Mr. Saumil Patel) – This is a response team that provides crisis intervention services to groups/individuals in need due to a traumatic event which may have occurred within a PAEC operated school program (i.e., PAEC Center, PAEC Elementary School, etc.), at neighboring school districts, or out in the Proviso Township community. The PAEC School Social Work Department Crisis Team works collaboratively with and assists the PAEC Administration in identifying all individuals/groups that may be at risk in the time of a traumatic event. The Crisis Committee members work collaboratively with the Proviso Township Mental Health Commission's Network of Care Coordinators in planning after crisis care services/resources.
- Adaptive Behavior Assessment Committee (Co-Chair: Mr. Michael Irgang, MSW) – This committee is in place to monitor and provide technical assistance with the administration of the current formal adaptive behavior assessment that is being implemented department-wide, as well as obtain ongoing feedback from the PAEC School Social Workers.
- Transitional Therapy Program (Provider: Mr. Joseph Vasilevski, LCPC) – This individual provides PAEC Students and their families with various additional mental health services that go beyond what may be provided by the school social workers. The community mental health need that is being addressed in the Transitional Therapist Program is to meet counseling, emergency crisis management, family relationship concerns, alcohol/substance/physical abuse needs, child neglect, bereavement needs, and any other social, emotional, and behavioral needs of high risk youth and their families who receive services through the PAEC Cooperative (SEJA# 803) and member school districts who have a joint agreement with PAEC.
- ***The PAEC School Social Work Committees will be submitting quarterly updates to the PAEC Lead School Social Worker (Ms. Lisa Pirrello, LCSW).

PAEC Lead School Social Worker, Ms. Lisa Pirrello, LCSW, as the LAN 60 Collaborative Chairperson, will be facilitating quarterly LAN 60 meetings at PAEC Center, with the first LAN 60 meeting, taking place on Wednesday, October 16, 2019, from 12:30pm - 2:00pm. The PAEC Social Work Department's next meeting & in-service training will be:

Date: Friday, September 13, 2019
Time: 9:30am-12:30pm
Topic: "Clinical, Ethical, & Legal Considerations When Providing School-Based Mental Health Services"
Presenter: Ms. Susan Zoline, Ph.D.
Location: PAEC Alternative H.S. Therapeutic Day School Conference Room

Afternoon PAEC School Social Work Department Meeting:

Time: 12:30pm-3:00pm
Topic: PAEC School Social Work Department Luncheon & Meeting
Presenter: Ms. Lisa Pirrello, LCSW
Location: PAEC Alternative H.S. Therapeutic Day School Conference Room

PAEC Speech/Language Department

The Speech/Language department is excited to start a new school year and welcome the new SLPs to our team! We are pleased to be assisting Districts 87, 88, 92, 93, 209, and 803 with providing monolingual and bilingual SLPs. Below is a list of the new SLPs and the schools that they are servicing:

- Elia Olivares, Bilingual - PAEC Early Childhood
- Mary Kersemeier - maternity coverage for Shevawn Brekan at PAEC Elementary
- Christie Moran - PAEC Center
- Catlin Carroll - PAEC Center, PAEC Early Childhood, Jefferson (D87)
- Chelsea Hands, Bilingual - Pre K classes at Jefferson and Whittier (D87)
- Kara Daniel - Hillside (D93)
- Ana Hernandez, - Grant Primary & Elementary & bilingual evaluations (D88)

The Speech/Language department is looking forward to a number of professional development opportunities this school year. Covering topics such as, Hearing Loss in Children and the Impact on Speech/Language and Academics, Overview of Dyslexia: How Can SLPs Support Their Student's Reading Development, Writing Strategies: How SLPs Can Use Writing Strategies to Develop Oral Language Skills and Support the Common Core Writing Standards, and more.

The Lead SLP updated the PAEC Speech/Language Manual and has made it available to the SLPs in Google Drive.

The Speech/Language Department had its first meeting on August 27th, covering procedures such as paperwork requirements/updates, AT procedures, using the Google platform, Embrace IEP overview for case management, etc.

The Speech/Language Department had its first professional development on August 27th, when we viewed the Infinitic webinar, Navigating Clinical Practice Through and Ethical Lens: Strategies to Avoid Blind Spots. One hour of ethics training is now required for the renewal of the Professional Educator License through ISBE, as well as the Clinical Certificate of Competence maintenance through ASHA.

The following SLPs will be assisting District 87 at their Preschool Screenings on September 4th at Whittier: Chelsea Hands, Brenda Pett, Mavic Maranan, and Nichole Kussman.

We are looking forward to a productive and successful 2019-2020 school year!

PAEC Special Olympics

PAEC Special Olympics will be starting shortly. We are accepting applications and allowing students to sign up until September 30th. We anticipate between 50-70 student athletes to sign up for basketball, soccer and/or bowling.

Mr. Ling will be attending the annual North Region Special Olympics meeting in Addison on September 25th. During this meeting, rule changes, sport specific instructions, and game scheduling for basketball will take place. We look forward to a great 2019-20 school year.

XII. OLD/UNFINISHED BUSINESS

A. FY'20 Budget

We have received confirmation from District 87 that their School Board has reviewed and approved the PAEC FY'20 Budget.

Ms. Clark Smith moved to approve the FY'20 PAEC Budget as presented. Mr. Wagner second the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Ms. Griffin	Aye
District 93	Mr. Munoz	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 October 17, 2019.

- XV. BOARD CORRESPONDENCE**
None at this time

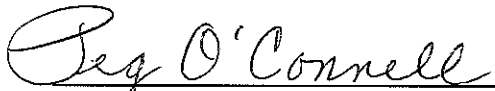
- XVI. ADJOURNMENT**
Ms. Clark Smith moved to adjourn the meeting at 6:48 PM for lack of further items to discuss. Mr. Wagner seconded the motion.

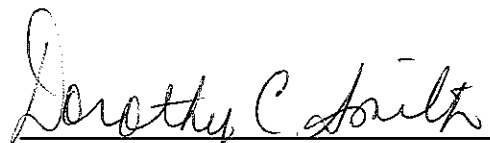
Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 92	Ms. Griffin	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

MB/lc