

**PROVISO AREA FOR EXCEPTIONAL CHILDREN  
GOVERNING BOARD MEETING  
PAEC CENTER – 6:00 PM  
DECEMBER 15, 2016**

**AGENDA**

**I. ROLL CALL**

**II. AUDIENCE PARTICIPATION**

**III. APPROVAL OF GOVERNING BOARD MINUTES**

**Recommended Motion:**

**I move to approve the Governing Board Minutes of November 17, 2016 as presented.**

**IV. APPROVAL OF CONSENT AGENDA**

**Recommended Motion:**

**I move to approve the Consent Agenda, which encompasses agenda items V (Payroll), VI (Bills), and XII (New Business) as presented.**

**V. APPROVAL OF PAYROLL**

Confirmation of payroll (excluding employer deduction)

	11/15/2016	11/30/2016	TOTAL
Education Fund	555,267.35	560,150.93	1,115,418.28
Building Fund	<u>12,576.86</u>	<u>12,490.29</u>	<u>25,067.15</u>
TOTALS	567,844.21	572,641.22	1,140,485.43

**Recommended Motion:**

**I move to approve Payroll as presented.**

**VI. APPROVAL OF BILLS**

**Recommended Motion:**

**I move to approve the Bills as presented.**

**VII. EXECUTIVE BOARD REPORT**

The Superintendents or their representative from District's 87, 89, 93, and 209 were in attendance at the December 8<sup>th</sup> meeting; they reviewed and recommended approval of all 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 REPORT**

**A. 2015-16 Audit Report**

Mr. Nick Cavaliere, auditor from Baker Tilly, will provide an overview of the 2015-16 audit report. A copy of the 'Financial Statements as of and for the Year Ended June 30, 2016', and 'Communication to Those Charged with Governance and Management' were sent to you via interoffice mail. Your Business Manager is also invited to attend this meeting.

**B. Enrollment and Classroom Staffing Patterns**

Information is attached.

- C. Student/Staff Monthly Report  
Information is attached.
- D. Program District Child Count Report  
Information is attached.
- E. Initial Referrals  
Information is attached.
- F. Alternative Students Transitioning to Home Schools
  1. PAEC Therapeutic Day Elementary School – Information is attached.
  2. PAEC Therapeutic Day High School – Information is attached.

- G. Police Reports  
PAEC Therapeutic Day Elementary School – None

PAEC Therapeutic Day High School – Yes, 3 students physically attacked another student, while in the gym. The police were called, two of the underage (16 and 17) students were give a \$100 dollar citation for disorderly conduct while the student aged 18 was arrested and taken to the Maywood Police Department.

- H. PAEC Activity Fund Summary  
Information is attached.

- I. PAEC Professional Development  
On December 2<sup>nd</sup>, Ms. Amy Dickerson will be presenting “Making the Mark: Meaningful measurements of student growth in student and teacher evaluations”. All PAEC Staff will attend the inservice as well as some staff from our member districts.

- J. PAEC Program Updates  
**PAEC Business Office – Ms. Debbie Tryon, Business Office Manager**  
Our 2015/16 audit reports were received from the auditor in November. Mr. Nick Cavaliere from Baker Tilly, our auditing firm will be at the Executive Board Meeting and the Governing Board Meeting in December to present a summary of the audit and answer any questions the Board may have.

We are working on our secretary, administrative assistants and business office staff evaluations. Completed evaluations will be given to employees who will have an opportunity to review them before meeting with their immediate Supervisor in December.

The lunch program application verification requirement from PAEC’s participation in the National School Lunch Program was completed in November and the report due in December will be submitted to ISBE by the due date of December 15, 2016. Instructions to certain lunch program and administrative staff that are required to participate in the lunch program civil rights training were distributed to staff late in November. Ms. Gloria Reichert our new Lunch Program Coordinator has been doing an excellent job on these tasks! PAEC is also on the list for a lunch program administrative review next fiscal year.

Ms. Tryon is beginning mid-year review of all programs and service areas and will prepare mid-year cost sheets. The return of member district audit refunds and invoices to districts of amount owed to PAEC for last fiscal year is being planned. The timing of this process will depend upon when we receive our state reimbursement for June of school year 2015-16. We

are hoping to receive this payment in December 2016. We will keep the Boards and District Business Officials updated regarding this situation.

Budget worksheets and files are being modified and set up for next fiscal year's budget.

PAEC is again requesting waivers to opt out of participating in the School Breakfast Program and Summer Food Program for next summer and next school year. Financial projections of participating in these programs are showing a net loss of funds as they have been for the last several years. PAEC has been granted a waiver for each of the years we have petitioned for them.

#### **PAEC Early Childhood Program**

The EC Program staff hopes that everyone had a wonderful Thanksgiving Holiday and break. We would like to report that we enjoyed a special Thanksgiving snack on Monday, November 21<sup>st</sup>, as a whole group in the morning and afternoon. The children all enjoyed socializing with peers other than those in their classroom and sharing a special snack in a different setting. We look forward to December and all the weather changes that will entail. The children will be learning vocabulary related to winter and the different December Holidays that may be celebrated. We will end the month having a Holiday sing-a-long with all the children on Thursday, December 22<sup>nd</sup>, at 10:50am and 2:15pm.

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

The month of November seemed short but productive as the staff focused on learning. During this process, staff participated in refreshers in de-escalation in order to keep the students focused on his/her challenging studies throughout the day. As a program we continue to celebrate seeing our students' transition and return to his/her district school. This month we have 5 students transitioning to his/her district school. We are potentially looking at having an additional 2-3 more students begin to transition in the next month to two months.

This month proved to be an interesting month as students in the 6, 7, and 8<sup>th</sup> grades were able to participate in making bread in science class and then enjoy the fruits of his/her labors.

On November 21<sup>st</sup>, our Social Workers handed out approximately 12 holiday gift baskets for Thanksgiving to our PAEC Elementary families. The items in the baskets were the donations from staff, student families, and local community businesses. The items in the baskets all included a turkey along with various canned goods.

On Tuesday, December 20, 2016, our middle school students (grades 6-8) will be joining the High School as author Mr. Omar Yamini presents us with his dynamic presentation concentrated on steering our students away from the "school-to-prison pipeline."

Activity night continues to be a program that students who maintain at least 85% on level without any incidents look forward to participating in the program. The HOTSTUFF after school program takes place on Wednesdays and Thursdays this school year. We encourage families to register their child (ren) to participate in this after school program.

#### **PAEC Academy at St. Domitilla**

November has been a very busy month. On November 4<sup>th</sup> we had our student council election for President and Vice President. Focus walks were completed and Teacher Evaluations are almost complete for the first round. We did a fundraiser for The Popcorn Factory and raised over \$1200.00. We also made \$90.00 from our pizza fundraiser and \$85.00 from our raffle.

Parent/Teacher conferences were held on Monday, November 21<sup>st</sup>, we had a great turn out! Students received report cards for the grading period. All teachers did a great job.

We are now gearing up for all of our December holiday activities. We will be decorating a tree in Hillside sponsored by the Lion's Club. Students are very excited.

### **PAEC Center**

PAEC Center students were busy learning about the importance of the Presidential Election and the responsibilities of the United States citizens in regard to an election. Many classes took classroom polls as to who they would choose as President. The students were then able to discuss their results as a class, after the election.

Throughout the month, the students in all programs also learned about the importance of Veteran's Day. The students learned about Veteran's Day through the Unique Curriculum and Scholastic/Time magazines. There was valuable information at each student's level to teach about the holiday.

On November 16<sup>th</sup>, the staff enjoyed a Baked Potato Luncheon in which the funds raised continue to support the needs of the PAEC Center student's activities throughout the year. A second fundraiser was also held on November 16<sup>th</sup>, racks and racks of clothing all for sale, cash and carry! The turn-out was fabulous and the support was just as great! This fundraiser will also support the needs of the PAEC Center student's activities.

On November 18<sup>th</sup>, PAEC's late start day, Ms. Amanda Weiler from the Respiratory Health Association, presented an hour in-service educating the staff about Asthma. The feedback from staff was outstanding. They found the information short and to the point. They also felt that they learned a lot in the short period of time.

On November 29<sup>th</sup>, all PAEC Center students attended a trip to the Shedd Aquarium. There was no cost involved in the trip since Illinois Schools are free and First Student was kind enough to donate busing for the trip! Everyone had an outstanding time and the students are still talking about the trip and how much they enjoyed all the different areas of the Aquarium.

### **PAEC Center Vocational Program/Transition Program**

There are currently nine students employed out in the community from PAEC Center/East and Transition programs.

All of the student volunteer sites are running effectively without any interruptions in service.

The transition team is very pleased that employment training has begun at Bargains-in-a-Box in Melrose Park, IL, on Nov. 22<sup>nd</sup>. Students are currently training two days a week as a probation period in order to decide the best areas of work for the students' abilities.

It is with pleasure to announce that one of the Transition students that will be aging out of the program in early December, has been hired by PAEC to fill the position of "custodian" at the PAEC Academy building. The team and administration wish him the best in his vocational career endeavor and continued success in his new job!

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

We continue to research methods and opportunities to enhance programming offered at PAEC High School in the areas of: therapeutic, academic, and social emotional programming. These three areas are key components to sustaining an outstanding alternative school environment which will promote student achievement and individual development.

In a collaborative effort, both PAEC High School and PAEC Elementary (6-8) students will take part in a powerful presentation presented by guest speaker Mr. Omar Yamini scheduled for Tuesday, December 20<sup>th</sup>. The presentation will emphasize intense details of his true story book titled "What's Wrong With You!" This highly effective presentation will bring to life his will to survive the living quarters of prison. For the presentation, Mr. Omar Yamini will construct a cage with open bars, a toilet, sink, cot and a small table. The purpose of this visual presentation is to dismantle the school-to-prison pipeline.

The Thanksgiving Lunch was a success! This event provided the PAEC High School staff and students the opportunity to relax and bond together in the gymnasium. Our staff brought many dishes and worked together to serve our students to ensure the event was memorable and well organized. As an administration, we genuinely wanted to express our sheer gratitude and appreciation for our students and entire staff. We hope to continue with this tradition moving forward.

Under the direction of Mr. Piagnarelli, our PAEC High School students have done a tremendous job in the current sports league. So far, our students have been enthusiastic about the opportunity of competing in the volleyball league. Our students have shown good sportsmanship and work well together as a team.

Senior PAEC High School students will be touring the Paul Simon Job Corps Career and Technical Training Program. The mission of the program is to teach eligible young people the skills they need to become independent in obtaining meaningful employment or post-secondary education. At Paul Simon Chicago Job Corps, students receive the skills needed to succeed in today's workforce - **at no cost** to them or their families!

### **PAEC Alternative High School Vocational Program**

The Hilton Hotel Training Program continues with students placed in culinary, engineering, and housekeeping. Our morning shift is 10:00-12:00 and has a total of seven students participating two days a week. The mid afternoon is 12:30-2:00 and has a total of five students participating two days a week. The late afternoon shift is afterschool until 4:15 and has a total of four students participating four days a week. Students working the afterschool session will earn a stipend.

The PAEC Custodial Program currently has no students due to all of them obtaining competitive employment (one transferred to another school)!!! Mr. Loving will start the application process again to obtain more workers.

We currently have two students training with the PAEC lunch program and two students working during the lunch hour in a clerical position. Students working during the lunch hour will earn a stipend.

The school store continues with one student each day, earning a stipend.

Mr. Loving provides students seeking employment with job leads.

Ms. Pietrowski and Mr. Loving are continuing the service learning program this school year, though it has been put on hold until December.

Ms. Pietrowski will work with students to complete their transition planning questionnaire and interview. The goal is to have met with each student by the end of the quarter, with regular meetings with seniors working on post-secondary education goals.

Ms. Pietrowski continues to schedule field trips based on students' transition goals.

We currently have six students utilizing the Apex Credit Recovery program to advance their graduation date. A number of additional students have expressed interest though we are awaiting payment to get them started.

Field Trip to North Park University 10/28/2016, 17 students attended. The university provided an informational session, a tour, and lunch.

Previous Student/Graduate updates - Ms. Pietrowski continues to email job leads (4 graduates – 2006, 2009, 2012 and 2013); 2009 graduate in town, continues in a sales position but also trying to get more involved in the music industry.

Upcoming Events

11/29/2016 – Field Trip to Job Corps

12/7/2016 – Field Trip to Triton College

**PAEC Intervention Team**

**District 87**

Jefferson Elementary School

A Behavior Coach has been assigned to a classroom to provide behavior support with a student who has been disruptive. Behavior data indicates improvement in compliance. Current PAEC behavior support is every day, but with minor phasing out in the morning.

Riley Elementary School

Consultation with support staff on student has ended, at the request of administration.

Sunnyside Elementary School

Behavior support by two PAEC coaches has been withdrawn from two classrooms because the two students being monitored were both transferred to PAEC Therapeutic Day School. Support in a classroom and for a student is being considered.

Whittier Elementary School

A Behavior Coach is helping implement a STOIC behavior plan for a student. Behavior data collection is showing a decrease in melt downs and an increase in following class rules. Direct behavior coach support has been slightly decreased to three half days a week.

**District 89**

Melrose Park Elementary School

The Behavior Coach that had been working with an extremely disruptive student has been reassigned because the student was recently placed in an outside residential treatment program.

Roosevelt Elementary School

One Behavior Coach is providing daily class-wide behavior support, and individual monitoring of a student in a classroom. Regular meetings with the teacher and school support staff are being held to review progress and assess the effectiveness of the behavior strategies. Another coach has been assigned to another classroom to begin a class wide intervention involving CHAMPS and First Step components.

**District 93**

Hillside Elementary School

A Behavior Coach has been assigned to a classroom to assist in monitoring a student with challenging behaviors. A preliminary STOIC behavior plan is being implemented, but it was agreed to begin a First Step Next intervention after the Thanksgiving break. School support staff will work with the student, parent and teacher. The PAEC coach will offer supplemental support and is expected to gradually phase out if the intervention is successful.

**District 209**

The format for collecting information and student data for Proviso East and West High Schools is being adjusted, so there will be an update for the January 2017 Board Meeting.

**First Step – PreK Research Program**

The two PreK FSN coaches have been in the four intervention classrooms role playing with the individual students and the whole class, in preparation for beginning the FSN interventions. The interventions are set to start November 28<sup>th</sup>. Dr Golly from the Oregon Research Institute, will be visiting LADSE and PAEC classrooms on November 30<sup>th</sup> and December 1<sup>st</sup>, to do training on Fidelity Checks, which measure the degree of compliance to the intervention protocol.

**PAEC OT/PT Department – Dr. Julia Barnicle, Lead OT/PT Therapist**

Staff adjustments: We are fully staffed with everyone returning from maternity leave.

Adjustments to the website: None at this time

We are in the process of setting up the donated TV in the OT/PT Gym for use as an interactive media center.

We have received more donated equipment from families such as standers, wheel chairs and walkers. We are in return, donating any unused pieces to organizations who can give the items to children in need.

The AT team has set up in-services in regards to AAC devices. The next one is scheduled for 12-7-16 at 6:00 PM to 7:30 PM at PAEC Center in the Boardroom.

Several of our OT/PT's attended the following in-services in November: Asthma on November 18<sup>th</sup> the Laura Milstein, 8:30-9:30 AM, in the PAEC Center Gym and PRC Device Training by Jennifer Vallier in D3, and Saltillo Device Training by Michelle Retzlaff in C14.

The Lead OT/PT/AT attended the Safety Meeting on 11-3-16 from 10:00 - 11:00 AM, the Management Meeting on 11-4-16 from 12:00 - 3:00 PM, and the RETA Safety Meeting on 11-15-16 from 10:00 - 11:30 AM.

The PAEC OT/PT Department assisted District 87 with their preschool screenings on November 3rd at Whittier Elementary school.

We are beginning our department projects for this school year.

AT Team attended the Infinetec West Coalition meeting on 11-9-16 at Marquardt Administration Center in Glendale Heights from 12:00 - 3:00 PM.

**PAEC Speech/Language Department - Ms. Ann Coenen, Lead S/L Therapist**

Ms. Nina Giannos, joined the PAEC staff as a 3 day/week SLP to assist with the caseload and responsibilities at Proviso East High School on October 6, 2016.

The S/L department hosted Dr. Lonnie Harris on October 20th for a full day professional development course on Articulation/Phonology.

PAEC SLPs will be assisting District 87 with their Preschool Screenings on November 3<sup>rd</sup> at Whittier Elementary.

The next S/L Department meeting will be on Thursday, November 3<sup>rd</sup> from 11-12 in the PAEC Center Board Room. Following the department meeting, Ms. Michelle Retzlaff from Saltillo will be providing an inservice, "Achieving Authentic Communication: Implementation Took Kit" from 12:30-3:00. ASHA CEU's will be provided.

The American Speech-Hearing Association (ASHA) Convention is taking place in Philadelphia, Pennsylvania, November 17<sup>th</sup> –19<sup>th</sup>. Some SLPs from the PAEC Speech Department will be attending the convention for professional development growth.

**PAEC Psychologist Department – Ms. Mary Therese Geary, Lead Psychologist**

Ms. Lisa Allen, Social Worker, was a guest speaker at the psychologists' November 18<sup>th</sup> meeting. She presented the following: [Elyssa's Mission](#) is a free suicide prevention program that will be utilized in the District 87 middle schools in January and February.

Psychologists who are available will assist the school teams to screen students on the assigned dates.

The psychologists' evaluation committee has been gathering information from other schools utilizing the Danielson model for psychologist evaluations. For each of the domains, artifacts can be utilized to evaluate certain domains. The committee is determining which areas will be addressed through artifacts, questionnaires, or observations.

Ms. Emily Adelson attended training at the Hinsdale Community House. She shared the following information: FastBridge is MAP and AIMSweb combined and the cost is \$6 per student. Hillside utilized the comprehension check this year, but the interrater agreement on this portion was very low at Hillside.

The Power IEP system was presented to PAEC on November 17<sup>th</sup>. Ms. Geary shared information with other psychologists.

Ms. Dayle Ashley-Harding, along with intern Ms. Paola Gonzalez-Bonet, and our practicum student attended the Autism Workshop at Moraine Valley Community College through Infinetec. The presenter was Lee Stickle, a teacher of students with Autism. There are going to be a couple of webinars to follow.



Mr. Michael Cermak will be presenting with a team from Loyola at the National Association of School Psychologists (NASP) in San Antonio on February 23<sup>rd</sup>, 2017 on homelessness in large cities. The presentation will include interviews he and his team from Loyola did with homeless youth in Chicago and New York to compare similar experiences on staying in school in two large cities. The team is also invited to a working group luncheon on Wednesday, February 22<sup>nd</sup>, with other teams. Mr. Cermak will present the information at the next psychologists' meeting.

**PAEC Social Work Department – Ms. Lisa Pirrello, Lead Social Worker**

Ms. Jill Collins (PAEC School Social Worker-PAEC Center) continues to coordinate the Special Olympics activities involving PAEC Center students. Additionally, Ms. Collins and Mr. Saumil Patel (PAEC School Social Worker-PAEC Center) are currently coordinating holiday support to families of PAEC Center students who are in need. Both PAEC school social workers continue to identify additional fundraising opportunities.

Ms. Hannah Maurer (PAEC School Social Worker-PWHS) became certified by NAMI in Mental Health First Aid for Youth on November 15, 2016. Additionally, Ms. Maurer and the other SEL PWHS Committee members are in the process of visiting a variety of schools with success in SEL Programs. Ms. Maurer plans to address and incorporate the following “awareness” topics into all of her student groups during second semester: February 2017- Teen Dating Violence Awareness; April 2017– Autism Awareness; Child Abuse Prevention; Sexual Assault Awareness; National Youth Violence Prevention; and May 2017-Youth Traffic Safety; and Teen Pregnancy Prevention.

Ms. Ashley Walters-Burger (PAEC School Social Worker-MacArthur), who facilitates Builders Club, will be working with MacArthur students to make blankets for a shelter that gives them to people in need. Additionally, Ms. Walters-Burger helped to organize all items donated for the Coat Drive that was held on Saturday, November 12, 2016. Ms. Walters-Burger continues to collaborate with the other MacArthur SEL team members to build a website.

Ms. Monette Carlos-Barnes (PAEC School Social Worker-PAEC Early Childhood) conducted preschool screenings on November 3, 2016. Ms. Carlos-Barnes will be facilitating a parent group on November 30, 2016 entitled “Time to Play”. Additionally, Ms. Carlos-Barnes, in collaboration with Ms. Holsten and Mr. Christensen (PAEC School Social Workers-PAEC Elementary), prepared Thanksgiving Baskets for PAEC Elementary/EC students and their families in need. This year’s focus was to receive donations from businesses within the community. All three school social workers contacted various businesses in seeking donations of any kind.

Ms. Kenya Dockens (PAEC School Social Worker-Hillside School) is coordinating and facilitating the following in the month of November 2016: Life Skills Group-Ms. Dockens is utilizing the “Mind Up” curriculum to teach lessons on Mindful Awareness and the connections between the mind, body and brain. Students, also, engage in Calm Classroom techniques practiced at the beginning of each class. Club Lead-Ms. Dockens is working toward teaching student Lead Members to become aware of diversity and tolerance for “Mix It Up Day”. Students are working on announcements, posters and activities for the school to participate in during the lunch period. The theme this year is “Be...” (i.e., Be Unique, Be Beautiful, etc.). The whole school has designed mini t-shirts with their personal messages to be displayed on “Mix It Up Day”. Calm Classroom-Ms. Dockens continues to facilitate calm classroom techniques in the second grade. According to Ms. Dockens, the teachers are beginning to incorporate these techniques throughout the school day when students experience frustration.

Ms. Pirrello (Lead School Social Worker-PAEC H.S.)-Forwarded "Administrative Input" forms to PAEC and District Administrators to complete for those PAEC School Social Workers who are being evaluated during the 2016-17 school year. Additionally, Ms. Pirrello coordinated the Educational Substance Abuse Class with Wayback Inn CADC Counselor, Mr. Phil Schneeberger for the month of November 2016. This month's class will be held on Wednesday, November 30, 2016, from 10am-11:30am. The number of student referrals to this class has dropped significantly, with only 4 students in need.

### **PAEC Special Olympics**

Tigers 1 and Tigers 2 have been practicing and everything has gone well. Tigers 1 played their first game November 14<sup>th</sup> against Lake Park Jr. High School and won by a score of 44-28, great job Tigers 1. They have a couple games in December before winter break.

Pacers practices have been going well. They have their first game this Thursday against OPRF High School. We look forward to a great game.

Bulldogs have been getting better each week. They played their first game against Riverside Brookfield on November 15<sup>th</sup> and picked up their first win by a score of 48-30. Great work Bulldogs. They also play OPRF this Thursday. Good luck Bulldogs.

Individual skills athletes have been practicing for the tournament on Sunday at Hersey High School in Arlington Heights. We have 7 individual skills athletes participating. We wish them luck!

### **PAEC HOTSTUFF**

We are running HOTSTUFF on Wednesdays and Thursdays from 2:30 until 4:30. We currently have 49 children enrolled in the HOTSTUFF program.

We had many referrals from the Districts! District 88 and PAEC Academy have referred many children to the HOTSTUFF program also.

Snap Ed program is going strong with the children working on a gym activity for the first ½ hour and then creating a healthy but yummy snack, they made healthy smoothies. They learned how to follow a recipe and measure the ingredients. It is sponsored by the UIC Extension Program; they will be here every Thursday from 3:15 until 4:30. They are targeting the 3 younger groups. Their sessions will continue to focus on exercise and learning how to prepare a nutritious snack.

Ms. Kelly Sierra from Loyola's Health Program and her intern did a Nutrition group for all of our group 3 boys on Wednesday, November 16, 2016. They also discussed "healthy snacks" that they can choose to eat rather than the non healthy snacks. They also made and ate a ham and cheese roll up with sweet and spicy mustard on a whole wheat tortilla. Most of the children enjoyed this treat.

PLCCA began their groups on Thursdays for the Junior High Boys and Junior High Girls. Their classes focus on team building exercises. They will also focus on topics and issues such as mental health, team building and bullying. Their classes are held from 3:15 until 4:15. The boys group made a Thanksgiving board, listing the things they are thankful for.

Although it was a colder day then we hoped, we had many families, staff and children join us at the zoo. We had 14 families attend our Trim-a-Tree, 25 children and 22 adults helped to decorate our tree. Later the families enjoyed the zoo and seeing the exhibits with their

children. The Brookfield Trim-a-Tree was a HUGE SUCCESS!

First Student was kind enough to donate the bus for this trip and we had Mr. Sally drive us to our destination. The HOTSTUFF/PAEC tree is #136 in the East mall.

UIC Flames games will be December 17, 2016 and February 18, 2017.

**XI. UNFINISHED BUSINESS/OLD BUSINESS**

None at this time.

**XII. NEW BUSINESS**

A. FY'17 Proposed Budget Calendar

The proposed FY '17 Budget Calendar is attached for your review and approval to adopt.

**Recommended Motion:**

**I move to approve and adopt the proposed FY'17 Budget Calendar as presented.**

B. Out of State Conference

Dr. Julia Barnicle, the Department Lead for Occupational and Physical Therapists and Ms. Christine Cantu, an Occupational Therapist are requesting to attend the International Seating Symposium (ISS) hosted by the University of Pittsburg in Nashville, Tennessee from March 1-4, 2017. The ISS is an internationally respected, education based conference for the advancement of adaptive positioning, wheelchair mobility, and environmental access for individuals with physical limitations. The conference provides the leading manufactures, therapists, engineers and educators from around the world to share their knowledge and expertise. This information will insure that our therapists are at the for-front of knowledge, strategies, and interventions for our students with physical disabilities. Dr. Barnicle is only requesting the registration fee of \$659 dollars be provided by PAEC. Ms Cantu is employed part-time at another school district which will be paying her registration fee. She is only requesting \$100 dollars from PAEC for gas since she will be driving to and from the conference. Dr. Barnicle will be riding with her to the conference.

**Recommended Motion:**

**I move to approve the Out of State Conference request for Dr. Barnicle and Ms. Cantu to attend the International Seating Symposium (ISS) hosted by the University of Pittsburg in Nashville Tennessee from March 1-4, 2017, as presented.**

C. FMLA Request

1. Mr. Joseph Benavidez

Mr. Benavidez, PAEC Center Teacher, has requested a leave under FMLA due to the upcoming birth of his child. He request that his FMLA leave begin on December 1, 2016 through December 9, 2016. He will be using his personal days and accrued sick days during this leave.

**Recommended Motion:**

**I move to approve the FMLA request of Mr. Benavidez, beginning December 1, 2016 through December 9, 2016, due to the upcoming birth of his child. He will be using his personal days and accrued sick days, as presented.**

2. Mr. Brian Clements

Mr. Clements, PAEC Center Teacher, has requested a leave under FMLA due to the upcoming birth of his child. He request that his FMLA leave begin on November 10, 2016 through November 26, 2016. He will be using his accrued sick days during this leave.

**Recommended Motion:**

**I move to approve the FMLA request of Mr. Clements beginning November 10, 2016 through November 26, 2016, due to the upcoming birth of his child. He will be using his accrued sick days, as presented.**

3. Ms. Christine Cox

Ms. Cox, PAEC Elementary Secretary, has requested an Intermittent Leave under FMLA due to medical reasons. She request that her FMLA leave begin on November 16, 2016 through June 30, 2017. She will be using her accrued sick days during this leave.

**Recommended Motion:**

**I move to approve the FMLA request of Ms. Cox beginning November 16, 2016 through June 30, 2017, due to medical reasons. She will be using her accrued sick days, as presented.**

D. Employment/Resignations/Terminations

\*Employment:

**Recommended Motion:**

**I move to approve the Employment of personnel as presented.**

\*Resignations:

Robert Anderson, 1:1 Program Assistant, PAEC Elementary, effective 11/29/16

Frank Kvasnicka, 1:1 Program Assistant, PAEC Programs, effective 11/9/16

Caitlin McGuire, PAEC Teacher, PAEC Center, effective 12/9/16

**Recommended Motion:**

**I move to approve the Resignations of personnel as presented.**

\*Terminations:

**Recommended Motion:**

**I move to approve the Terminations of personnel as presented.**

**XIII. ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE GOVERNING BOARD**

Dr. Carl Sumi, from SRI International (a non-profit research organization in Menlo Park, California) recently contacted me to inform me that their agency was funded by the U.S. Department of Education in partnership with the University of Florida to conduct a large-scale effectiveness study of "Tools for Getting Along (TFGA)", which is an evidence-based classroom management curriculum aimed at teaching students how to manage difficult social situations. This curriculum is designed to assist upper elementary grade teachers to establish a positive, cooperative classroom atmosphere and enable students to become better problem solvers as they encounter social challenges. He is requesting that our PAEC Elementary Districts participate. This study will begin in 2017-18. Please see the flyer in the board packet.

**XIV. BOARD CORRESPONDENCE**

None at this time.

**XV. CLOSED SESSION**

**Recommended Motion:**

**I move to convene into Closed Session under section 2 (C) (1) of the Open Meetings Act at \_\_\_\_\_ PM to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body as presented.**

XVI. ADJOURNMENT

Recommended Motion:

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

TS/lc