

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER
JULY 21, 2016**

MINUTES

I. ROLL CALL

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

Roll Call:

District 87	Ms. O'Connell	Present
District 88	Ms. Clark Smith	Present
District 89	Ms. Rivers	Present
District 92	Ms. Dempsey	Present
District 93	Ms. Johnson	Present
District 209	Mr. Wagner	Absent (arrived at 6:05pm)

II. AUDIENCE PARTICIPATION

There was no audience present.

III. APPROVAL OF GOVERNING BOARD MINUTES

A. June 16, 2016

Ms. Dempsey moved to approve the Governing Board Meeting Minutes of June 16, 2016 as presented. Ms. Johnson seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 89	Ms. Rivers	Aye
District 92	Ms. Dempsey	Aye
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Absent

5 Ayes
1 Absent
Motion Carried

B. June 21, 2016

Ms. Dempsey moved to approve the Governing Board Meeting Minutes of June 21, 2016 as presented. Ms. Johnson seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 89	Ms. Rivers	Aye
District 92	Ms. Dempsey	Aye
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Absent

5 Ayes
1 Absent
Motion Carried

IV. APPROVAL OF CONSENT AGENDA

- V. APPROVAL OF PAYROLL
- VI. APPROVAL OF BILLS
- XII. NEW BUSINESS
 - A. Oak Brook Behavioral Health
 - B. One-on-One Program Assistant
 - C. First Reading – Revised PAEC Policies
 - D. Employment/Resignations/Terminations

Ms. Johnson asked why the June 30th payroll was so much higher than the June 15th payroll. Ms. Tryon explained that the 10 month employees received their last paycheck for the 2015-16 school year on June 30th.

Ms. Clark Smith had a question regarding Section XII–B–New Business. She asked why a One-on-One Program Assistant is needed at District 87 and if the child had been evaluated by PAEC staff. Dr. Smith explained that when a district requests a one-on-one program assistant based on the students' IEP, it is a collaborative process with the Team, which includes staff from the District and PAEC.

Ms. Clark Smith asked why some employees appear both on the terminated list and on the employment list. Dr. Smith explained that at times, when a one-on-one program assistant is no longer needed for various reasons (the student moves or there is no longer a need for the one-on-one), the program assistant will be reassigned to either another student at the same or different district or as a program assistant in a classroom.

Ms. Dempsey requested additional information on employees recommended for employment.

Ms. Rivers moved to approve the Consent Agenda, which encompasses Agenda items V (Payroll), VI (Bills) including the Addendum and XII (New Business) as presented. Ms. Johnson seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 89	Ms. Rivers	Aye
District 92	Ms. Dempsey	Aye
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Absent
		5 Ayes
		1 Absent
		Motion Carried

Mr. Wagner arrived at 6:05 PM.

VII. EXECUTIVE BOARD REPORT

The Superintendents did not have a meeting scheduled in July.

VIII. DuPage/WEST COOK REPORT

No reports

IX. COMMITTEE REPORTS

No reports

X. EXECUTIVE DIRECTOR'S REPORT

A. Illinois Association of School Boards

Mr. Alan Molby from Illinois Association of School Boards (IASB) was in attendance at the Governing Board meeting to provide an overview of the Executive Search Process available through their organization.

Dr. Smith explained that some of our Board Members have gone through this process at their own districts and some of our board members may know Mr. Alan Molby, as he was the Superintendent of Hillside School District 93. When Mr. Molby retired from Hillside District 93, they used Illinois Association of School Boards (IASB) to find their new Superintendent.

Mr. Molby explained that he has 38 years in education and that for the last 15 years; he was the Superintendent at Hillside School District 93. He is very familiar with PAEC, as well as with the township, our member districts, our Board Members and has very good knowledge of the Executive Director position. He understands that PAEC is a special place and that the Board Members and staff will be involved in the search for our new Executive Director.

Mr. Molby explained that IASB has helped other school districts in hiring Superintendents, Business Mangers, Directors and Principals in Illinois and across the country.

Mr. Molby provided informational handouts and a copy of a blank contract to the Board Members. Mr. Molby explained that he would assist the Board in deciding the qualifications, the application information for the website, as well as a list of interview questions for the candidate. Mr. Molby also stated that he would do all background checks and would provide at least 6 candidates and that he would assist PAEC throughout the entire process; he also stated the entire process will probably take about 5 months. He explained that PAEC would be charged the 2015-16 basic fee.

There were questions from the Board Members and Mr. Molby answered and clarified all of them.

Ms. Dempsey asked if a copy of the contract could be scanned and emailed to her and the rest of the Board Members; Dr. Smith agreed that it would be.

Dr. Smith and the Board thanked Mr. Molby for his presentation.

Dr. Smith stated he would begin accepting internal applications in August.

B. Informational

1. 2016-17 Projected Enrollment and Classroom Staffing Pattern
Information was included with the Agenda.

Dr. Smith explained that this information provides an overview of the number of students projected for the 2016-17 school year in order to plan for staff in our various programs. Currently PAEC has projected 494 students for the school year 2016-17.

2. 2016-17 Projected PAEC District Child Count
Information was included with the Agenda.

This information provides the projected number of students for the 2016-17 school year, separated by district and PAEC operated programs.

3. Initial Referrals
Information was included with the Agenda.

This information indicates the number of referrals for each district and school with updated information provided throughout the year.

4. Transition Reports
There were no Transition Reports this month.
5. PAEC Activity Fund Report
Information was included with the Agenda.
6. Police Reports – Summer School Session
PAEC EC/Alternative Elementary – No reports
PAEC Alternative High School – No reports
7. PAEC 2016-17 Budget
Copies of the PAEC Budget were provided to the members in addition to copies being sent to each District's Superintendent and Business Manager for review.

Ms. Debbie Tryon, PAEC Business Manager, provided a presentation regarding the 2016-17 PAEC Budget. She explained there are 3 main funds: Education Fund, Operations & Maintenance Fund, and the Transportation Fund.

- With input from all departments, the Ed Fund budget had a decrease of 0.53% over last year's budget. This was due in part to staff retirements, PPO insurance employee contributions, and a decrease in Workers Compensation. Salary/Benefits budgeted were decreased due to the retirement of many staff members with their replacements being paid at a lower salary.
- Transportation Fund costs will be significantly decreased due to Districts paying their own home to school transportation bills beginning with the 2016-17 fiscal year. PAEC will continue to pay for shuttles, field trips, and vehicle expenses through the year and these expenses will be billed to the member districts as has been in the past.
- The Operations and Maintenance Fund did have an increase due to some work being done at PAEC Center over the summer: counter tops and sinks replacements, carpet removal and tile replacement for sections of PAEC Center, door replacements in the electrical and computer server rooms (this is a Life Safety requirement). There was also an increase in St. Domitilla's rent of 3%, however, there was no rent increase for the Transition Program.

Ms. Tryon stated that PAEC should receive quarterly transportation payments; however, the state does not always send them on time. The June payment for 2015-16 has not yet been released. However, the state did release the last quarter payment from 2014-15 as well as the first three quarters of 2015-16 and PAEC was able to pay all bills on time to end the school year.

Mr. Wagner asked why we had hired a full time Social Worker for District 209; Dr. Smith explained Proviso West requested the additional help due to the need for extra support.

Ms. Clark-Smith indicated the budget had passed at District 88.

Ms. Dempsey asked if these were real/actual numbers in the budget; Ms. Tryon stated they were.

Ms. Tryon stated that each District's School Board will need to review and approve the PAEC Budget and the Governing Board members will need to approve the Budget during the September Meeting.

Ms. Tryon added that she would be available to answer any questions regarding the Budget at any time.

8. Program Updates

***PAEC Academy**

Summer school ran very smoothly, including the busing. Teachers concentrated on maintaining reading, math and writing skills previously learned by students. The theme was "By the Sea", so students also learned about ocean life.

Students went on a field trip to the York Theater to see "Norm of the North". Students learned that many animals are dependent on the ocean for food. They also learned what the ocean looks like in the winter and how that impacts the animals in and out of the ocean. We also had a Reptile show. Some of the animals were animals that live in water, such as the tortoise. Students really enjoyed learning about the different animals. They also had the opportunity to touch/hold some of the animals. On the last day of school, PAEC Academy and PAEC Center had an ice cream social together. Students and staff enjoyed seeing and visiting with old friends.

Teachers completed a Progress Report on each of the students enrolled in summer school. Reports indicate what skills were worked on with each student and what progress was made.

***PAEC Center**

We have been studying about Marine Life for the Extended School Year 2016 program. All students have studied different mammals, fish and other under the water living things. All of their studies were displayed at the annual ESY Art-Fair/Science Fair on June 15th!

Our students also learned about other animals and reptiles after a presentation from Coal Black Exotics. The students were able to touch various reptiles. After the assembly, curriculum focused around the animals and reptiles they were able to experience firsthand. This presentation was on June 8th, so there has been a lot of discussion around the Marine Life theme. All curriculums, with the Marine Life theme, have been the focus in math and reading during the entire ESY program.

***HOTSTUFF Program**

Our theme is HOTSTUFF Extravaganza! At this time we have 72 children enrolled in our summer camp. Summer camp will run July 11, 2016 through August 4, 2016. We have 3 students that are verbal enrollments, we are waiting for their paperwork to be signed.

Health and Nutrition Program

Kids in the Kitchen will begin in the summer for our children. Every week they will learn how to make a tasty treat following recipes. These classes are held on Tuesdays. Loyola Health Program will also have a representative run a class for our Junior High children on Wednesdays.

Garden for Spring

Our garden is blooming! Ms. Clark Smith asked how the garden was doing; Dr. Smith stated that the students are growing, preparing and enjoying a variety of fresh vegetables.

***Special Olympics**

Congratulations to our Special Olympics Soccer Stars! Our Tigers 1 team endured the heat and were able to pull off two victories which won them a gold medal and a 1st place trophy in their division! Our Individual Skills athletes won a gold medal and a 4th place ribbon! All the athletes did a great job and made everyone very proud!

A special thank you to the coaches that guided the athletes throughout the season and to those who went downstate with them. We really appreciate the dedication and support these coaches give our athletes year in and year out.

Ms. Dempsey asked if next time we would list the coaches; Dr. Smith said in the future we would make sure to list the coaches and stated that the following staff have been working with our Special Olympic students: Jill Collins, Josh Ling, Trish Minakakis, Libby Farrell, and Charlotte Slattery.

XI. UNFINISHED BUSINESS

None at this time

XIII. ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE GOVERNING BOARD

None at this time

XIV. BOARD CORRESPONDENCE

Dr. Smith provided a copy of the resignation letter from Ms. Banks, PAEC Alternative Elementary/EC Principal.

XV. CLOSED SESSION

Members agreed there was no reason to convene into Closed Session.

A copy of the Closed Session Minutes of June 25, 2009 were provided for review prior to the meeting.

Ms. Johnson moved to approve and to withhold from public review the Closed Session Minutes of June 25, 2009 as presented. Ms. Clark Smith seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 89	Ms. Rivers	Aye
District 92	Ms. Dempsey	Aye
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Aye

6 Ayes
Motion Carried

Ms. Dempsey moved to destroy the recorded Closed Sessions of April 13, 2004, November 14, 2006, January 9, 2007, February 17, 2009, March 24, 2009, April 14, 2009, June 25, 2009, August 11, 2009, and March 9, 2010 as presented. Ms. Clark Smith seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 89	Ms. Rivers	Aye
District 92	Ms. Dempsey	Aye
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Aye

6 Ayes
Motion Carried

XVI. ADJOURNMENT

Ms. Dempsey moved to adjourn the meeting at 7:10 PM for lack of further items to discuss.
Ms. Johnson seconded the motion.

Roll Call Vote:

District 87	Ms. O'Connell	Aye
District 88	Ms. Clark Smith	Aye
District 89	Ms. Rivers	Aye
District 92	Ms. Dempsey	Aye
District 93	Ms. Johnson	Aye
District 209	Mr. Wagner	Aye

6 Ayes
Motion Carried

Respectfully submitted,



Peg O'Connell

President of the Governing Board



Dorothy Clark Smith

Secretary of the Governing Board

TS/lc