

**PROVISO AREA FOR EXCEPTIONAL CHILDREN
GOVERNING BOARD MEETING
PAEC CENTER – 6:00 PM
SEPTEMBER 21, 2022
MINUTES**

I. ROLL CALL

The meeting was called to order at 6:04 PM by Ms. Peg O’Connell-Board Member.

District 87	Ms. O’Connell	Present
District 88	Ms. Clark-Smith	Present
District 92	Mr. Dawson	Present (arrived at 6:23 PM)
District 93	Mr. Richardson	Present (departed at 6:11 PM)
District 209	Mr. Wagner	Present (arrived at 6:32 PM)

II. AUDIENCE PARTICIPATION

None

III. APPROVAL OF GOVERNING BOARD MINUTES

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the minutes of August 17, 2022, 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

IV. PAEC FY’23 FINAL BUDGET

A. PAEC Budget Resolution

Recommended Motion:

Ms. Clark-Smith moved to recommend to the Governing Board to approve the Resolution for the PAEC FY’23 Budget 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. Dawson	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

B. FY’23 Final Budget Approval

Recommended Motion:

Ms. Clark-Smith moved to recommend to the Governing Board to approve the PAEC FY'23 Final budget 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. Dawson	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

V. APPROVAL OF CONSENT AGENDA

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the Consent Agenda, which encompasses agenda items VI (Payroll), VII (Bills), and VIII (New Business) 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

VI. APPROVAL OF PAYROLL

Confirmation of payroll (excluding required employer deduction)

	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
	<u>8/15/2022</u>	<u>8/15/2022</u>	<u>8/15/2022</u>	<u>8/15/2022</u>	<u>8/15/2022</u>
Education Fund	\$ 84,837.52	\$ 3,543.09	\$ 4,692.07	\$15,481.77	\$108,554.45
Building Fund	<u>\$15,903.55</u>	<u>\$ 1,210.78</u>	<u>\$ 921.33</u>	<u>\$ 2,927.07</u>	<u>\$ 20,962.73</u>
TOTALS	\$ 100,741.07	\$ 4,753.87	\$ 5,613.40	\$18,408.84	\$ 129,517.18

	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
	<u>8/31/2022</u>	<u>8/31/2022</u>	<u>8/31/2022</u>	<u>8/31/2022</u>	<u>8/31/2022</u>
Education Fund	\$102,925.19	\$ 4,057.16	\$ 5,151.87	\$17,442.46	\$ 129,576.68
Building Fund	<u>\$ 15,783.55</u>	<u>\$ 1,201.60</u>	<u>\$ 921.33</u>	<u>\$3,117.61</u>	<u>\$ 21,024.09</u>
TOTALS	\$118,708.74	\$ 5,258.76	\$6,073.20	\$20,560.07	\$ 150,600.77

	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
	<u>8/15/2022</u>	<u>8/15/2022</u>	<u>8/15/2022</u>	<u>8/15/2022</u>	<u>8/31/2022</u>
Summer Camp					
Education Fund	\$20,824.07	\$ 1,393.57	\$1,499.29	\$0.00	\$ 23,716.93
TOTALS	\$20,824.07	\$ 1,393.57	\$1,499.29	\$ -	\$ 23,716.93

<i>Attendance</i>	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
<i>Incentives</i>	<u>8/17/2022</u>	<u>8/17/2022</u>	<u>8/17/2022</u>	<u>8/17/2022</u>	<u>8/17/2022</u>
Education Fund	\$44,475.00	\$ 1,921.78	\$ 1,781.48	\$0.00	\$ 48,178.26
Building Fund	<u>\$ 2,400.00</u>	<u>\$ 183.61</u>	<u>\$ 152.89</u>	<u>\$0.00</u>	<u>\$ 2,736.50</u>
TOTALS	\$46,875.00	\$ 2,105.39	\$1,934.37	\$0.00	\$ 50,914.76

VII. APPROVAL OF BILLS

1. Payable Listing- information is attached. (Voucher #1058)
2. Payable Listing- PCARD Information is attached. (Voucher #1059)
3. Payable Listing- Information is attached. (Voucher #1061)

VIII. NEW BUSINESS

A. Approval of Employment/Resignation/Terminations

Employment:

Vanessa Herrera, Speech/Lang Pathologist, Dist. #87, \$53,063, effective 8/15/22
 Jamie Cademartori, 1:1 Program Assistant, PAEC Center, \$23,852, effective 8/17/22
 Lillian Phillips, Perm Sub-Teacher, PAEC Elementary, \$43,995, effective 8/17/22
 Amari Chatman, Program Assistant, PAEC Elementary, \$21,278, effective 8/17/22
 Samiya Johnson, Lead Behavior Interventionist, \$47,495, effective 8/17/22
 Shemar Casteel-Payne, 1:1 Program Asst., PAEC Elem, \$21,771, effective 8/29/22
 Arlinda Wallace, 1:1 Program Assistant, PAEC Center, \$22,790, effective 8/17/22
 Jamie Kramer, OT, PAEC Center/District #88, \$56,586, effective 8/16/22
 Catherine Williams, Teacher, PAEC Center, \$43,995, effective 8/26/22
 Willie Bryant, Perm Sub-Teacher, PAEC Center, \$43,995, effective 8/31/22
 Andrew Oskorep, Teacher, PAEC Academy, \$43,995, effective 8/25/22
 Karissa Nixon, 1:1 Program Assistant, PAEC Center, \$21,278, effective 8/29/22
 Kirsten Driscoll, Speech/Lang Pathologist, PAEC Cent/EC, \$53,019, effective 8/19/22
 Shemar Casteel-Payne, 1:1 Program Asst., PAEC Elem, \$21,771, effective 8/31/22
 Kimberly Gomez, 1:1 Program Assistant, PWHS, \$21,771, effective 9/15/22
 Jatonne Martin, 1:1 Program Assistant, Whittier, \$22,790, effective 9/15/22

Resignations:

Nyaa Daniels, 1:1 Program Assistant, PAEC Center, effective 8/29/22
 Ronny Smith, Program Assistant, PAEC Center, effective 8/23/22
 Jasmine Watson, Program Assistant, PAEC Center, effective 8/17/22

Terminations:

Arlinda Wallace, Program Assistant, PAEC EC, effective 6/30/22 (reassigned)
 Sabrina Davis, 1:1 Program Assistant, PAEC Elementary, effective 8/17/22
 Lindsey Van Der Aa, Psychologist Intern, effective 9/16/22 (internship ended)

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the Employment, Resignations, and Terminations, 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	Absent
District 93	Mr. Richardson	Aye

District 209

Mr. Wagner

Absent

3 Ayes, 2 Absent
Motion carried

B. FMLA Request

1. Ms. Jennifer Bushman, Teacher at PAEC Early Childhood has requested FMLA due to medical reasons. Ms. Bushman is requesting this leave to begin approximately on August 23, 2022 or at the latest on September 6, 2022 for twelve (12) weeks. Ms. Bushman will be using available sick days during this leave.

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the FMLA request of Ms. Jennifer Bushman, beginning approximately August 23, 2022, or at the latest September 6, 2022 for twelve (12) weeks. Ms. Bushman will be using available sick days during this leave 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

2. Mr. Pierre Nelson, 1:1 Program Assistant at PAEC Academy has requested Intermittent FMLA due to medical reasons. Mr. Nelson is requesting this leave to begin on Monday, August 29, 2022. Mr. Nelson will not be utilizing any sick time during this leave.

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the Intermittent FMLA request of Mr. Pierre Nelson, beginning on August 29, 2022. Mr. Nelson will not be utilizing any time during this leave 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

3. Ms. Kim Spearman, Permanent Substitute Teacher at PAEC Center has requested Intermittent FMLA due to medical reasons. Ms. Spearman is has requested this leave to begin from the start to the finish of the 2022-2023 school year. Ms. Spearman will be using available sick time during this leave.

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the Intermittent FMLA request of Ms. Kim Spearman to take place during the 2022-2023 school year. Ms. Spearman will be utilizing available sick time during this leave 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

C. Contractual Agreements

1. Contractual Agreement between Maxim Healthcare Services and Proviso Area for Exceptional Children for the 2022-2023 Year beginning August 17, 2022 through June 1, 2023. The contractual rates are:

- 1:1 Licensed Practical Nurse (LPN) \$65.00
- Health Office Licensed Practical Nurse (LPN) \$60.00
- 1:1 Registered Nurse (RN) \$70.00
- Health Office Registered Nurse (RN) \$65.00

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the Contractual Agreement between Maxim Healthcare Services and Proviso Area for Exceptional Children for the 2022-2023 Year beginning August 17, 2022 through June 1, 2023. The bill rates are \$65.00 per hour for 1:1 Licensed Practical Nurse (LPN) and Health Office Registered Nurse (RN), \$60.00 per hour for Health Office Licensed Practical Nurse (LPN), and \$70.00 per hour for 1:1 Registered Nurse 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

2. Proviso Area for Exceptional Children will **retain** the Contractual Agreement with Rosas School of Psychological Services (Estafania Rosas-Psychologist) for the 2022-2023 Year. Services will be billed at \$1,200 per case for monolingual evaluations and \$1,400 per case for bilingual evaluations including formal and /or informal academic, cognitive, and social-emotional assessments.

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to retain the Contractual Agreement with Rosas School of Psychological Services (Estafania

Rosas-Psychologist) for the 2022-2023 Year. Services will be billed at \$1,200 per case for monolingual evaluations and \$1,400 per case for bilingual evaluations including formal and/or informal academic, cognitive, and social-emotional assessments 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

3. Contractual Agreement between Agreeable Educational Services (Angelo Rivera -School Psychologist) and Proviso Area for Exceptional Children for the 2022-2023 Year. Services will be billed at \$1,200 per case for evaluations including formal and/or informal academic, cognitive, and social-emotional assessments.

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the Contractual Agreement with Agreeable Educational Services (Angelo Rivera -Psychologist) for the 2022-2023 Year. Services will be billed at \$1,200 per case for evaluations including formal and/or informal academic, cognitive, and social-emotional assessments 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

4. Contractual Agreement between Jelani Educational Services, LLC (Damien Antwine-School Psychologist) and Proviso Area for Exceptional Children for the 2022-2023 Year. Services will be billed at the rate of \$1,000 per case for the completion of cognitive and academic assessments.

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the Contractual Agreement between Jelani Educational Services, LLC (Damien Antwine-School Psychologist) and Proviso Area for Exceptional Children for the 2022-2023 Year. Services will be billed at \$1,000 per case for completion of cognitive and academic assessments 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

- Contractual SLP Supervisor Agreements for Ms. Isabel Govea and Amy Michaels, both CCC-SLP licensed Speech-Language Pathologists for supervision of Vanessa Herrera and Rayven Ray for the 2022-2023 Year. Services will be billed at the rate of \$3,000 (\$1,000 per segment for completion of the required documentation of the CF experience).

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the Contractual SLP Supervisor Agreements for Ms. Isabel Govea and Ms. Amy Michaels, both CCC-SLP licensed Speech-Language Pathologists for supervision of Ms. Vanessa Herrera and Ms. Rayven Ray for the 2022-2023 Year at the rate of \$3,000 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

D. Clinical Affiliation Agreement Simmons University

This Agreement is between Simmons University and Proviso Area for Exceptional Children for the Internship of Ms. Niane Serrano.

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve the agreement between Simmons University and Proviso Area for Exceptional Children for the Internship of Ms. Niane Serrano. 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	Absent
District 93	Mr. Richardson	Aye
District 209	Mr. Wagner	Absent

3 Ayes, 2 Absent
Motion carried

E. Home Depot Donation

The Broadview Square Home Depot is has partnered with the PAEC Center School Program. This partnership will assist with the Gardening project. The following items were will be donated:

- Perennial butterfly attracting flowers \$75.00

- Miracle Gro Garden Soil \$92.00
 - Raised bed soil \$22.00
 - Rubber Mulch \$80.00
 - Garden hand tools \$15.00
 - Bucket \$5.00
 - Watering can \$5.00
 - Rake \$13.00
- The total amount donated: \$307.00

Recommended Motion:

Mr. Richardson moved to recommend to the Governing Board to approve and accept the \$307.00 donations for the PAEC Center Gardening Project from the Broadview Village Square Home Depot 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	Absent	
District 93	Mr. Richardson	Aye	
District 209	Mr. Wagner	Absent	
			3 Ayes, 2 Absent Motion carried

Mr. Richardson had to leave at 6:11 PM.

Meeting resumed at 6:23 when Mr. Dawson arrived. Mr. Wagner arrived at 6:32 PM.

IX. EXECUTIVE BOARD REPORT

The Executive Board meeting was held on Thursday, September 15, 2022. Those present included: Dr. Dan Sullivan and Ms. Nicole Spatafore from District #88, Dr. Victoria Hansen and Ms. Rosalind Banks from District #88, Dr. Janiece Jackson and Mr. Scott Beranek from District #92, Dr. Kevin Suchinski from District #93, and Mr. Leonard Moody from District #209.

Also, present included: Mr. Michael James, Mrs. Vanessa Schmitt, Dr. Sherry Whitaker, and Mrs. Trainette Latham from PAEC Administration.

The Executive Board reviewed and recommended approval of all the items on the agenda.

X. DuPage/WEST COOK REPORT

Information is attached.

XI. COMMITTEE REPORTS

No reports at this time.

XII. EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT

A. Current District Child Count

Information is attached.

B. Current Enrollment and Classroom Staffing Patterns

Information is attached.

C. Transition Reports

1. PAEC Therapeutic Day Elementary School-Information is attached.
2. PAEC Therapeutic Day High School- Information is attached.

D. Initial Referrals

Information is attached.

E. Police Reports

None reported at this time.

F. PAEC Activity Fund Summary

Information is attached.

G. Technology Updates

After distributing the hundreds of technology devices back to the programs for individual assignments, the most notable update is that the IT department is finally getting its office back. The increase in reliable equipment for end users, partly from COVID relief, has made the start of the school year easier for our staff members. PAs are for the first time experiencing individual device assignments within the classrooms. The demand for increasing the technical proficiency within PAEC is becoming more noticeable. However, as a whole, the availability of devices has increased business continuity and effectiveness throughout PAEC.

Although the new phone system project is officially being delayed until next summer, we were still able to keep the construction costs waived. As a result, Comcast has finished the main construction of boring the service line into the building this past month. We are looking to establish the final connection closer to the project completion date of next summer. Konica is still expiring delays with their copiers and our print management project is still being delayed.

With the increased number of devices, we did expect higher demand for help tickets. With some delays from quarantining, the IT department is doing its best to catch up to the increased demand. We are currently doing our best to prioritize help tickets and other various projects in a timely manner. We are looking forward to the new school year.

Mrs. Schmitt mentioned that the technology department has been working very hard and has been able to keep up with help desk tickets. They have also been able to adjust to keeping track of the device inventory for staff and students this year so far. Next year we are looking to have a better system in place for receiving and distributing inventory.

H. Returning to Mask Mandate

Mrs. Schmitt explained that PAEC had run into a little COVID experience a few weeks ago in the APOD Administration office and a few programs. She mentioned that PAEC is the only district in the area that has returned to the mask mandate. The plan is to revisit the mask optional for the month of October. She explained that we are seeing an uptick in COVID cases generally around holidays and breaks. PAEC may look into masks mandated for approximately ten (10) days after holidays and breaks going forward.

I. Update from District 209 Presentation

Mr. Schmitt mentioned that PAEC had a great crew that assembled for support at the Proviso Township Meeting. She stated that the following people accompanied in support of PAEC; Mr. Michael James, Dr. Sherry Whitaker, Mrs. Trainette Latham, Ms. Cynthia Lorek (High School Principal), Ms. Markeshia Jones (PAEC Union President), Mr. Daryl Richardson (PAEC Board President), and Mrs. Vanessa Schmitt.

Mrs. Schmitt mentioned that while we were waiting for the meeting to resume to open session, we were informed that the Proviso Business Manager was not in attendance due to illness.

At the close of the Board Meeting, the PAEC Union President stood up and asked when would PAEC be given the opportunity to present. We were told that we couldn't present that night and that a special meeting would be held to present the PAEC budget and a presentation of programs offered.

Mr. Wagner asked the Board President if it would be possible to please allow Mr. James to speak on behalf of PAEC since they were there since 6:00 PM and stayed the entire meeting. Mrs. Schmitt stated that the Proviso President gave up a portion of her board report to allow Mr. James to speak.

Mrs. Schmitt mentioned that Mr. James spoke passionately about PAEC and was received by the community and a few of the Board members that actually paid attention. She stated that the Proviso Board President did ask PAEC to return to discuss the budget since all budget action items were tabled.

Mrs. Schmitt explained that social media was very complimentary to Mr. James' presentation and there were some people in the audience that had questions about PAEC after the meeting.

Mr. Wagner stated that Mr. James was brilliant in his presentation about PAEC. Mr. Wagner mentioned that the CSBO did not inform the Board that PAEC was to be presenting at the meeting.

I. PAEC Events

1. Welcome Back Photos
2. PAEC Elementary (k-2nd Grade) Sidewalk Art

Mrs. Schmitt mentioned that PAEC has started celebrations for Hispanic Heritage Month. Hispanic Heritage is from September 15th through October 15th. She mentioned that she is not sure as of yet what each program is doing and the dates of

the events, but she will find out. The only program right now that she is aware of that will host an event is PAEC High School. They will be having a Hispanic Heritage program along with Parent/Teacher Conferences in October. Mrs. Schmitt read an email that was sent to Mr. Wagner from the PAEC High School Principal thanking him for being the Board Representative for that program.

J. PAEC Program Updates

PAEC Business Office-Dr. Sherry Reynolds-Whitaker, Business Manager

Dr. Whitaker thanked Mr. Wagner for acknowledging PAEC at the Proviso Township Board Meeting.

The **Business Office** successfully worked with the auditors and the actuary to complete preliminary work for the FY22 Audit that is scheduled for completion in October. The business office has finished updating salaries for the FY23 school year in Infinite Vision for the first all-staff payroll for the new fiscal year.

The Food Service department is down a staff member. The requisition to replace the part-time staff has been posted and we hope to fill that position in September. Also, the department is still working closely with the new vendor (Open Kitchen) to finalize the menus and arrange timely delivery of daily breakfast and lunches.

Dr. Whitaker stated that during the beginning of the school year, we struggled with getting meals delivered for a week or so. She mentioned that there were days we only received lunch and no breakfast. The delivery of the food went from 1-2x a week to daily shipments of both breakfast and lunch.

Dr. Whitaker mentioned that Open Kitchen was our emergency food vendor when we were dropped from Preferred Meals at the end of last school year. Preferred Meals discontinued the vendor portion of the business which is why PAEC was dropped. She mentioned that PAEC will be going out to bid.

Ms. Clark-Smith mentioned that District 88 is utilizing Gourmet Gorilla as a food vendor. Dr. Whitaker said she has never heard of them but will be reaching out to them for information. Dr. Whitaker mentioned that Open Kitchens was very expensive.

Ms. Clark-Smith asked whether food vendors do a taste testing of the meals that they prepare for the students. Dr. Whitaker mentioned that in her past experiences, a survey is done first to determine a menu and then a tasting can be scheduled.

In addition to the information on food vendors, Dr. Whitaker explained that we have finished our 1st payroll for the year. There were a few hiccups, but we will have everything worked out by the end of the day tomorrow, Friday, September 16th.

Buildings & Grounds The Building and Grounds department is preparing for the annual visit from West 40 for a Health Life Safety Inspection on October 11th.

Imperial Surveillance is scheduled to install/replace cameras on October 10th.

A service call to Mid-city plumbing was placed to rod a floor drain servicing the kitchen.

The following epoxy floors were refinished by Stonhard:

- Girls bathroom at PAEC Center
- West bathrooms at the EC.

A smoke detector in the rooftop unit serving B pod was replaced by Fox Valley Fire and Safety.

All American Solutions was called to make a repair to a roof leak at the H.S. gym.

Dr. Whitaker introduced Ms. LaShonda McDaniel as a new CSBO in training. Ms. McDaniels mentioned that she has to sit in on a few board meetings to observe and complete a brief summary for her class.

Mrs. Schmitt mentioned that we have been able to secure Certified Substitute Teachers without having to combine classrooms. She also mentioned that we have some Program Assistants who have received their Substitute Teacher's licenses which has been a great help. Mrs. Schmitt further explained that we are still dealing with shortages in PAEC staff for the districts. She stated that she has been interviewing to fill vacancies, especially for our 1:1 students.

Mrs. Schmitt mentioned that she has been encouraging individuals to apply for the license which is good for up to five years at a cost of \$50. She mentioned that Substitute Teachers do not need a Degree nowadays and all that is needed is a High School Diploma or GED. This license is a short-term opportunity.

Mrs. Schmitt stated that West 40 was conducting fingerprinting and background checks once a week during the summer months and the beginning of the school year. However, they are now conducting this task 3 days a week.

Mrs. Schmitt mentioned that there is an individual slated to start as the secretary for PAEC Center next week who is bilingual. She explained that this individual came in on her own time to observe the job duties. There are three new individuals to start and awaiting two more to complete paperwork for positions in the districts.

PAEC Early Childhood Program

On August 19th from 9-2:30 pm, EC had a Supply Drop-off/Open House Day. Parents were invited to drop off their child's school supplies and meet the teachers. They could tour the classroom and ask general questions to the staff.

The Early Childhood program is opening the new school year with 2 sections of full-day classes (5 hours) and two classrooms with half-day programs (4 sections). The full-day classrooms are designed to meet the unique learning and sensory needs of the children with the diagnosis of Autism or that are being evaluated to determine if they meet the criteria for that diagnosis. The majority of those students

will be kindergarten bound next year or have had experience being in school for a period of time. We currently do not have a teacher for the second classroom. Fortunately, the numbers are low at this time and we were able to combine the classrooms and still keep the enrollment low at 7 students. The teacher has the support of 2 program assistants and an individual aide that is assigned to one of the students in the class. We hope to hire a teacher soon because we are anticipating an increase of Autistic children entering our program.

Most of the students in the EC Cross Categorical classes are primarily newly turned 3 and 4-year-olds that have two more years of preschool left because of when their birthdate lands on the calendar. They have both the eligibility of Developmental Delay or Autism. However, the students on the Autism spectrum in these classes are not ready to attend a full day. They will still have their educational and sensory needs met but in a half-day program.

The EC evaluation team tested 2 children in August that were referred from their home district and both have qualified for the PAEC program. We have received more referrals for September so our program will be growing in the coming weeks. Our program opened with a slightly smaller staff number but we are lucky in that most of the staff are returning veterans. Our teachers, program assistants, and therapists are a group of dedicated and hardworking individuals. We only have one new staff member at this time. We want to welcome Rebecca Hamilton, an individual aide that hit the ground running in the last week of last May and decided to stay with us through the extended school year program and continue for this school year.

Having so many veteran staff members with years of experience with behavior management has been critical this year. We have an almost complete enrollment of children that were infants during the start of the Covid-19 pandemic. It is very evident how much the quarantine period affected their socialization, communication, and emotional regulation skills. We hope that being in a program that provides structure and the amazing instruction and therapeutic intervention of our staff will help them make significant progress in their overall development.

PAEC Therapeutic Elementary School

We are off to a splendid school year! The students have returned excited about a new school year, and ready to work hard.

The students will complete their FastBridge benchmark testing. Students were assessed in reading comprehension, math, and reading fluency. The Kindergarten and 1st Grade students were benchmarked in early reading and math skills. The data from the benchmarking will be used to group students for reading and math interventions and leveled reading groups.

There were no physical restraints and no police incidents for the month of August. There were three (3) time outs and interventions were adjusted to assist the students with expectations.

PAEC Therapeutic Day High School

Happenings:

Positivity is the key to success for our staff and students. Staff were greeted back and welcomed back to PAEC with a small breakfast snack and two full institute days of CPI Nonviolent Crisis Intervention Training. Students were excited to receive their schedule and be back in school. We are honored to have Mr. Ned Wagner as our board member representative at the high school. We have already developed committees for the year and we will include Mr. Wagner in on the planning if he would like to provide input information or join us. I will send out emails to all the board members about our projects and celebrations throughout the year. Currently, we have started to plan for Hispanic Heritage Month, which begins on September 15 and will conclude on October 14 with our annual presentation of projects along with a small celebration.

Transitioning Students

None at this time Proviso will begin school on September 1, 2022.

Maintenance of the building

The school continues to thoroughly be cleaned and sanitized daily to prevent potential COVID Exposure. If a student tests positive for Covid, we have the area cleaned and sanitized immediately. We had no positive covid tests in the month of August.

Physical Management	0
Police Calls	0
Restorative Meeting	0

22-23 Enrollment

57 Students

PAEC Therapeutic Day High School Vocational Program

Updates

Mr. Loving is getting the training worksites set up for this year. Work training programs (Hilton, Firehouse, Zagone Studios, and Custodial) will begin on 09/13/2022. Both Firehouse and Zagone Studios would like to also offer afternoon training. PGW Autoglass in Elmhurst expressed interest last school year in becoming a worksite; Mr. Loving is in communication to make it happen this year. He has started speaking with the students to inform them of what is available and provides job leads as requested. Mr. Loving has reached out to Employer and Employee Services as our previous contact has left. Mr. Loving has also reached out to Proviso Township for Mental Health, Humana and United Way for student programming, mentorship, job shadowing, etc.

Dr. Bujalka is meeting with each student to complete their Transition Planning Questionnaire and interview. Student interests will guide planning for activities

(presentations, field trips, special days, etc.). Dr. Bujalka has started setting up field trips. Trips will hopefully take place on Fridays to make use of the red van and will include up to 6 students.

Graduate Updates - C.K.(2022) - continues employment with Zagone Studios (got the job as a result of the PAEC Work Training Program); C.E.(2022) - continues employment with Firehouse Sub (got the job as a result of the PAEC Work Training Program); P.B. (2013) - working as a bus monitor for First Student, and training for his CDL; J.B. (2015) - lost her job, looking for employment. She and Mr. Loving agreed to meet again to work on job applications once she gathers information to complete her resume; R.B. (2022) - attending Lincoln College of Technology for her medical assistant certification; L.J. (2021) - working in food services at Hines Hospital.

Upcoming Events

09/29/2022 - Field Trip to Bulldog Truck Driving School 10:30 am
10/07/2022 - Field Trip to Triton College 10 am

Mrs. Schmitt mentioned that the High School Vocational Coordinator has been working to set up workplace sites for students

PAEC Academy at Divine Infant

PAEC Academy is off to a good start. We have a few new teachers and Program Assistants. They are adjusting to the program and doing well.

Teachers have started testing students to form small groups within the classroom. All of the classrooms are reviewing to see what students retained over the summer.

Our student numbers are constantly changing. We had a few students move out of the area and several students that have moved to this area. We are currently at 54 students with a possible two more students coming to us in the next week or two.

We are already planning spirit days which include; sports day, PAEC Spirit Wear day, tie die day, etc.

Open House is scheduled for the evening of September 22nd. Teachers will share with parents what they are doing in the classroom, in various subjects. They will also answer any questions parents may have.

IEP Meetings have already begun. A Meeting Schedule has been formulated and distributed.

All of our students are registered with the district and PAEC. Most of the registration fees have been paid. We are working with the parents who have not paid yet.

PAEC Center

The month of August seemed like a whirlwind! The school year began with the students' return to school! The teachers and students appeared happy to see one another and begin the task of education!

Classrooms are getting settled as teachers and classroom assistants welcome the students. First weeks of instruction are always the most difficult with new faces, taller students and old friendships being rekindled.

The Special Events committee met to begin preparing our Special Events calendar. We will be celebrating Spirit Week from September 12th through the 16th with a different theme each day. There will be a pep rally outside introducing all the administration and classes! The Hispanic Heritage celebration is scheduled for September 21st ! We will be exploring authors as our theme this year.

The vocational program is taking shape with classes starting vocational tasks such as recycling collection, lemonade stand, and garbage collection. We will continue to add on in house vocational opportunities as the weeks progress.

Our Home Living Program has a new makeover. The Home Living Teacher, along with the classroom teacher and staff will be creating a menu with the students, accompanying them to the grocery store and preparing meals.

We also have purchased a new vocational program which all high school teachers will be able to utilize with their students. Unfortunately, due to COVID, the in person training did not occur during Opening Days. The teachers watched a YouTube video presentation in lieu of the training. Our first half day in service on September 16 will include in person training on the new curriculum. The teachers seem very excited about this new program.

PAEC Center Vocational Program/Transition Program

Due to previous graduates we currently have 9 students employed competitively. Unemployed students are directed to apply for competitive employment via in-person, or direct contact with employers. These students are monitored via in-person, one-on-one meets, emails, and/or text messaging. When students apply for competitive employment on their own, they are instructed to send screenshots of completed applications. We also keep records of applications that students complete with staff.

Students that are currently employed are on the chart below:

	Employment	Hours	Job
1	Dollar Tree	20-25 hrs per week	Sales Associate
2	The Pearl of Hillside	14 hours per week	Activity Aid
3	Jewel	20 hours	Bagger/Stocker
4	White Castle	16-20 hrs per week	Stocker/Maintenance

5	Loyola Hospital	20-25 hrs per week	Dietary Aide
6	Food4Less	15-20 hrs per week	Courtesy Clerk
7	Marshalls	15-20 hrs per week	Store Cleaning Associate
8	Jewel	20-25 hrs per week	Deli Clerk
9	First Student	20 hrs per week	Bus Aide

Students are not working at other community job sites right now, we are preparing to start up new in the 2022-23 school year.

We are pleased to announce we have two students who were hired by Jewel over the summer

We have additional students enrolled that are currently being trained to complete job tasks, answer mock interview questions, complete mock job applications, and more. Some students are completing live applications and are going through the interview process. I have continued to set up individual meetings with these students. We are practicing mock interviews and completing mock applications.

PAEC Intervention Team

The previous Lead Behavior Intervention Coach for the 2021/2022 academic year has transitioned out of the position; the current Lead is Samiya Johnson.

The Behavior Intervention Team has been working diligently to improve the behavior intervention curriculum for the current school year. The curriculum will be implemented for all Coaches to utilize across the Elementary and Middle School levels and will include material that will best support and improve disruptive and challenging behaviors within all Districts. Utilizing and maintaining one system will also allow Coaches to be informed on every student's intervention plan and encourage uniformity with a team-based approach.

District 87 -_Jefferson Primary | Sunnyside School | Whittier Primary | Riley Intermediate | Northlake Middle School | MacArthur Middle School

As of current, there have been no Behavior Coaches referred to schools within District 87 for the 2022/2023 academic school year. The Behavior Coaches continue to support students from the previous school year at Jefferson Primary until Directors begin to submit referrals for the current year.

District 92 - Lindop School

Currently, there has been a referral made for a Pre-K student from the Director of Special Ed through the PAEC Student Referral Form. The Lead Behavior Coach is

assessing the referral and will assign an appropriate Intervention Coach to provide behavior interventions and provide updates.

District 88 - Lincoln Elementary | Grant Primary | Grant Elementary | Lincoln Elementary | McKinley Elementary | Marshall Elementary | Roosevelt Middle School

The Behavior Coaches continue to support students assigned to the previous academic year until there is a referral made for the current school year.

District 93 - Hillside Elementary

There is currently a Pre-K student at Hillside who is receiving behavioral intervention with a Behavior Coach. The Coach has spent the last 2-3 weeks observing and collecting data, interviewing with the teacher and parent, and will begin First Step Next strategies this week. The Behavior Coach states that the student and all involved personnel has been receptive to the intervention thus far.

District 209 - Proviso East High School | Proviso West High School | Proviso Mathematics and Science Academy

There are currently three Behavior Coaches assigned to Proviso West and two Behavior Coaches assigned to Proviso East. All Coaches work closely with grade level Principals who provide support and guidance on their referred students. The 209 District will be implementing new and improved strategies and curriculum for the students this academic year, in which the Coaches will play a significant role. More details will be provided as additional information is given.

Mrs. Schmitt mentioned that the new Lead Interventionist is a 2014 Graduate from PMSA and is young and energetic and comes with a lot of ideas for the Behavior Intervention Coaches. She has scheduled weekly meetings with Interventionists where she discusses vision boards. Mrs. Schmitt stated that there has been some discussion about hiring another Behavior Interventionist that will be assigned in District 88. Mrs. Schmitt explained that, unlike the other districts, Proviso has designated Behavior interventionists in the schools whereas the other districts do not. She mentioned that we are looking to have more centralized Interventionists in district schools.

Mr. Dawson stated that at this point, the other districts request Behavior Interventionists as needed. Mrs. Schmitt confirmed that at this time, the Interventionists are obtained through a referral. She mentioned that last year, there were interventionists that wanted to work in a particular district. At that time, Interventionists were only assigned to collect data and instruct teachers and staff on how to deal with and handle behaviors.

Mr. Dawson questioned whether it would be possible for PAEC Behavior Interventionists to conduct Professional Development for teachers at a particular

school or group of teachers. Is this something that PAEC could provide to district staff? Mrs. Schmitt stated that she will speak with Ms. Johnson and the Superintendents since this would have to be on a scheduled Professional Development day.

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:
 - Julia Lynch, PAEC Center
 - Kirsten Driscoll, PAEC Center/PAEC EC
 - Annie Koehler, PAEC Center
 - Rayven Ray (B/L), Whittier
 - Samantha Glickman (B/L), Jefferson
 - Vanesa Herrera (B/L), Riley
 - Mary Kersemeier, Lincoln Elementary
 - Ana Hernandez (B/L), Grant Primary & Elementary
 - Sabrina Hernandez, Proviso West
 - Georgette Redmond, Proviso East/ PMSA

- ❖ The new SLPs attended orientation at PAEC Center on Aug. 19th and are now working in their districts.
- ❖ The Lead SLP set up required training for the school year, using the Engage program, through Infinitec. Hoping this will streamline our procedures for sharing and recording required training with staff.
- ❖ The Lead SLP is working on a schedule for Speech/Language department meetings and training for the school year.

OT/PT/AT Departments

Staff adjustments: New Staff for this school year: OT: Ruby Beltran, Marcus Matthews, and Fani Lee

Activities of the department:

1. The OT/PT staff are in the process of getting equipment supplies to students for in-person learning.
2. The AT team is working on helping therapists, teachers, students, and families on using their communication devices at school.
3. The OT/PT staff have been busy making sure both Sensory Rooms at PAEC Center and PAEC Elementary are available to be up and running. Working on setting up the new Sensory Rooms at PAEC Academy and at Hillside School.
4. The Assistive Technology team is working together with the Speech Department on a training schedule for AAC devices/software for those in the districts and in PAEC programs.
5. The OT/PT department conducted new hire orientation training on 8-16-22 in person at PAEC Center for the new OT staff.

6. The OT/PT department conducted their monthly meeting in person on 8-17-22 from 11:30 to 3:00 PM.
7. The Lead OT/PT/AT set up required training for the school year, using the ENGAGE program, through Infinitec. Hoping this will streamline our procedures for sharing and recording required training with staff.
8. The OT/PT/AT Departments are getting their Lesson Pix training for use of this program that was initiated last school year. This is a program for making visuals and worksheets for those who need more structure in their day.
9. The OT/PT Department attended district training that was appropriate to their school assignments.
10. The OT/PT Department had therapists participate in District 93 (Hillside) Pre-School Screenings at Hillside School at the beginning of the school year.
11. The OT/PT Department participated in the PAEC Center Special Events meetings on 8-24-22 and 8-29-22 for the Garden Project.

Social Work Department

1. The PAEC School Social Work Department had it's first In-Service virtually on Friday, August 26, 2022. Ms. Pat Bradley of West 40 ISC Suburban Cook County, did a presentation on "McKinney Vento: Homeless Act".
2. The PAEC School Social Work Department New Hires:
 - Ms. Emily Valentine at PAEC Academy & PAEC Center
 - Ms. Niane Serrano (Social Work Intern) at PAEC Elementary School
3. The PAEC School Social Work Department Change of Assignment:
 - Ms. Lisa Allen at PAEC High School Therapeutic Day School
 - Ms. Mandy Ross, Interim placement at Proviso East High School
4. The PAEC School Social Work Department Resignations:
 - Ms. Ziomari Rivera at PAEC High School Therapeutic Day School
 - Ms. Elizabeth Baldi at Proviso East High School
 - Ms. Ashley Brown at Proviso East High School
5. The PAEC School Social Work Department Committees for the 2022-23 School Year:
 - a. 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, training, and in-services for the 2023-24 school year.
 - b. 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.

- c. 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 that 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.
- d. 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.
- e. 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 needs that are being addressed in the Transitional Therapist Program are 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).

- f. PAEC Lead School Social Worker, Ms. Lisa Pirrello, LCSW, as the LAN 60 Collaborative Chairperson, will be facilitating quarterly LAN 60 meetings this year, with the first Virtual LAN 60 meeting taking place on Wednesday, October 19, 2022 – 1:00 pm-2:30 pm.
- g. The PAEC Social Work Department’s next virtual meeting & in-service training will be:
 - Date: Friday, September 23, 2022
 - Time: 10:00 am-1:00 pm
 - Topic: Cultural Importance of African American English & Racism
 - Presenter: Ms. Simone Akita Ruskamp, MS
 - Location: Virtual via Google Meet

Afternoon PAEC School Social Work Department Meeting:

Time: 1:30 pm-3:00 pm
 Topic: PAEC School Social Work Department Meeting
 Presenter: Ms. Lisa Pirrello, LCSW
 Location: Virtual via Google Meet

6. Ms. Lisa Pirrello, LCSW (PAEC School Social Work Lead), as acting President of the Illinois School Social Work Supervisors & Coordinators Council (ISSW-SCC), will be chairing the ISSW-SCC's meeting on Friday, October 7, 2022, 10:00 am-1:30 pm, virtually via Google Meet.

XIII. OLD/UNFINISHED BUSINESS

The Governing Board training on August 30, 2022 at 6:00 PM will be rescheduled for a later date. The date is TBD.

Ms. Clark-Smith asked for clarification as to what the training would be on. It was mentioned that the training will be geared towards evaluations of a Superintendent as it pertains to Mr. James.

Mr. Dawson mentioned that the topic came up during the evaluation process for Mr. James by Mr. Richardson. He stated that during that time, we needed to develop an evaluation tool that would better serve the needs of the PAEC Executive Director. According to Mr. Dawson, the tool that is in place now was not designed to target the appropriate evaluation of Mr. James. Mr. Dawson stated that there were some things in the evaluation tool that did not apply to Mr. James.

It was suggested that the Governing Board look at other Cooperatives evaluation tools and then compare and see if it is possible to establish a tool for PAEC. Mr. Dawson also suggested that maybe we could schedule a special meeting to discuss evaluation tools. This topic of discussion will be revisited next month.

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

XV. BOARD CORRESPONDENCE

XVI. CLOSED SESSION

Recommended Motion:

Mr. Dawson moved to convene into Closed Session at 7:10 PM, under Section 2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee(s), specific individual(s) who serve as an 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. Dawson	Aye
District 93	Mr. Richardson	Absent
District 209	Mr. Wagner	Aye

4 Ayes, 1 Absent
 Motion carried

Recommended Motion:

Mr. Wagner moved to return to Open Session at 7:29 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. Richardson	Absent
District 209	Mr. Wagner	Aye

4 Ayes, 1 Absent
Motion carried

XVII. NEXT MEETING

The next PAEC Governing Board meeting is scheduled for Wednesday, October 19, 2022.

XVIII. ADJOURNMENT

Recommended Motion:

Mr. Dawson moved to adjourn the meeting at _____ AM 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. Dawson	Aye
District 93	Mr. Richardson	Absent
District 209	Mr. Wagner	Aye

4 Ayes, 1 Absent
Motion carried

Respectfully submitted,


Daryl Richardson
President of the Governing Board


Dorothy Clark-Smith
Secretary of the Governing Board

10/19/22

Date

