



PROVISO AREA FOR EXCEPTIONAL CHILDREN

"QUALITY EDUCATION WITH CARE FOR THE HUMAN SPIRIT".

PAEC CENTER BOARDROOM - 6:00 PM

WEDNESDAY, NOVEMBER 20, 2024

AGENDA

1. **ROLL CALL**
2. **CLOSED SESSION**
3. **RECONVENE INTO OPEN SESSION**
4. **AUDIENCE PARTICIPATION**
5. **APPROVAL OF GOVERNING BOARD MINUTES**
6. **APPROVAL OF CONSENT AGENDA**
 - A. **APPROVAL OF PAYROLL**
 - B. **APPROVAL OF BILLS**
 - C. **NEW BUSINESS**
 - a. **APPROVAL OF PERSONNEL REPORT**
 - b. **APPROVAL OF CONTRACTUAL AGREEMENT REPORT**
 - c. **COMCAST E-RATE RENEWAL**
 - d. **ENGIE RESOURCES, LLC**

Engie Resources is PAEC's electricity supplier. This agreement pertains to lock-in renewal rates,
 - e. **IMAGETEC RENEWAL 24-25**
 - f. **WINTER HOLIDAY SCHEDULE FOR ADMINISTRATIVE OFFICE**

7. **EXECUTIVE BOARD REPORT**

The Executive Board meeting was held on Thursday, November 14, 2024. Those present included: Dr. Dan Sullivan and Dr. Nicole Spatafore from District #87, Dr. Victoria Stockton and Ms. Michaelene Bender from District #88, Dr. Kevin Suchinski from District #93, and Mr. Alexander Aschoff from District #209. Also, present included: Mr. Michael James, Mrs. Vanessa Schmitt, Dr. Paul Starck-King, Ms. LaShonda McDaniel, and Mrs. Trainette Latham from PAEC Administration, and Mr. Alex Zamora (PAEC Buildings & Grounds Coordinator).

The Executive Board reviewed and recommended approval of all action items on the agenda. Mr. Alexander Aschoff will be the Executive Board Representative for the November 20, 2024 Board meeting.

8. **DUPAGE/WEST COOK REPORT**

9. **COMMITTEE REPORTS**

The next Finance Committee Meeting will be December 10, 2024 at 10:00 AM. All CSBOs from the member districts are invited to attend.

10. **EXECUTIVE DIRECTOR'S INFORMATIONAL REPORT**

- A. **CURRENT DISTRICT CHILD COUNT 2024-2025**
- B. **CURRENT ENROLLMENT AND CLASSROOM STAFFING PATTERNS 2024-2025**
- C. **TRANSITION REPORTS**

D. INITIAL REFERRALS

E. POLICE REPORTS

There was one police call made in October from PAEC High School.

F. PAEC ACTIVITY FUND

G. PAEC EVENTS

H. CARDIAC RESPONSE PLAN

This plan will need to be put in place by January 2025

I. BEHAVIORAL INTERVENTION IN SCHOOLS POLICY

J. UNEMPLOYMENT CLAIMS

K. CYCLICAL MONITORING

L. PAEC ADMINISTRATIVE DEPARTMENT UPDATES

M. PAEC PROGRAM UPDATES

11. OLD/UNFINISHED BUSINESS

The Executive Board Schedule for Governing Board Meetings for the 2024-2025 year.

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

The next Governing Board meeting will be December 18, 2024. The December Executive Board representative for the meeting will be Ms. Michaelene Bender from District 88.

A. MEDICAID COST-SETTLEMENT UPDATE

B. WOZ ED STEM INFORMATION

A meeting was held on Thursday, October 31, 2024 with Mr. James regarding a STEM program for PAEC.

13. BOARD CORRESPONDENCE

14. ADJOURNMENT

**PAYROLL AGENDA
OCTOBER 2024**

	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
	<u>10/15/2024</u>	<u>10/15/2024</u>	<u>10/15/2024</u>	<u>10/15/2024</u>	<u>10/15/2024</u>
Education Fund	\$ 485,802.61	\$ 20,843.25	\$ 13,428.19	\$112,809.77	\$ 632,883.82
Building Fund	\$ 18,814.88	\$ 1,432.55	\$ 758.25	\$3,644.06	\$ 24,649.74
TOTALS	\$ 504,617.49	\$ 22,275.80	\$ 14,186.44	\$ 116,453.83	\$ 657,533.56

	GROSS	FICA	RETIREMENT	BENEFITS	TOTAL
	<u>10/31/2024</u>	<u>10/31/2024</u>	<u>10/31/2024</u>	<u>10/31/2024</u>	<u>10/31/2024</u>
Education Fund	\$ 497,867.07	\$ 21,391.98	\$ 13,725.95	\$118,893.01	\$ 651,878.01
Building Fund	\$ 18,100.71	\$ 1,377.91	\$ 729.47	\$3,511.69	\$ 23,719.78
TOTALS	\$ 515,967.78	\$ 22,769.89	\$ 14,455.42	\$122,404.70	\$ 675,597.79

**ACTION ITEM – PERSONNEL REPORT
November 2024**

A. Employment

- | | |
|---------------------|--|
| 1. Marleni Alejos | Program Assistant |
| Effective Date: | October 28, 2024 |
| Compensation | \$15,865.57 |
| 2. Devonna Portwood | Permanent Substitute Program Assistant |
| Effective Date: | October 8, 2024 |
| Compensation | \$22,138 |
| 3. Oscar Rodriguez | Evening Custodian |
| Effective Date: | October 18, 2024 |
| Compensation | \$29,025 |

B. Resignations

- | | |
|---------------------|-------------------------------------|
| 1. Paris Holeyfield | Program Assistant (Delta T) |
| Resignation Date: | October 15, 2024 |
| 2. Natalya Powell | 1:1 Program Assistant (#92) |
| Resignation Date: | October 16, 2024 |
| 3. Toy Canada | 1:1 Nurse (Amergus) |
| Resignation Date: | October 15, 2024 |
| 4. Tawanna Brown | 1:1 Paraprofessional (PAEC Academy) |
| Resignation Date: | October 18, 2024 |

C. Transfers

- | | |
|--------------------|--|
| 1. Tiff Hamilton | 1:1 Program Assistant (PAEC Center-87) |
| Effective Date: | September 18, 2024 |
| Transfer from: | Program Assistant (PAEC Center) |
| 2. Tiffany Delaney | 1:1 Program Assistant (Lindop-92) |
| Effective Date: | October 22, 2024 |
| Transfer from: | 1:1 Program Assistant (District-87) |
| 3. Tiffany Delaney | 1:1 Program Assistant (PAEC Center-87) |
| Effective Date: | November 19, 2024 |
| Transfer from: | 1:1 Program Assistant (Lindop-92) |

D. Terminations (there are no terminations at this time)

E. FMLA

- | | |
|-------------------|--|
| 1. Paul Suchy | Program Assistant |
| Effective Date: | November 4, 2024 |
| | Intermittent FMLA due to medical reasons |
| | Utilizing accrued sick time |
| 2. Kiheria Martin | 1:1 Program Assistant |
| Effective Date: | August 19, 2024 |
| | Intermittent FMLA due to medical reasons |

- Utilizing accrued sick time
3. Mary J. Ford
Effective Date: Behavior Interventionist
October 16-24, 2024
FMLA due to medical reasons
Utilizing accrued sick time
 4. Maria Coleman
Effective Date: 1:1 Program Assistant
August 13, 2024
FMLA due to medical reasons
Utilizing accrued sick time
 5. Belinda Perryman
Effective Date: Behavior Interventionist
October 17, 2024 through October 16, 2025
FMLA due to medical reasons
Utilizing accrued sick time
 6. Paula Parat
Effective Date: Teacher
November 6, 2024
Intermittent FMLA due to personal reasons
Utilizing accrued sick time

ACTION ITEM – CONTRACTUAL AGREEMENTS
November 2024

A. Delta T

- Devin Tally
Effective Date: October 15, 2024
Bill Rate: \$33 per hour
Location: PAEC High School

- Adesia McDowell
Effective Date: November 4, 2024
Bill Rate: \$33 per hour
Location: Lincoln Elementary-88

- Jazman Cooper
Effective Date: November 4, 2024
Bill Rate: \$33 per hour
Location: Northlake-D87

- Omar Thompson
Effective Date: November 15, 2024
Bill Rate: \$33 per hour
Location: Northlake-D87

- Fantasia Ashford
Effective Date: October 28, 2024
Bill Rate: \$33 per hour
Location: PAEC Center

B. Ahs Staffing

- Rakia Hill
Effective Date: October 24, 2024 through May 30, 2025
Bill Rate: \$40.50 per hour
Location: PAEC Academy

**PAEC ADMINISTRATIVE DEPARTMENT UPDATE
FROM OCTOBER 2024**

PAEC Technology Department

New Devices and equipment:

There was a small delay on the new hardware, we now have a tracking number and await their arrival.

List of New equipment:

120 1-2 Touch Screen Chromebooks.
120 Replacement USB-C Chromebook Chargers.
120 ChromeBook Bags
36 Laptops
25 iPads for 10-OTPT / 10-SLP / 4-PSYCH / 1-ADMIN

New Equipment/Network update at PAEC Academy/Transition:

We had a bit of leftover funds with ESSER. With this, we have set up a new Site-to-Site VPN with our main PAEC campus and PAEC Academy & PAEC Transition. In order to complete this, 2 new FireWalls have been configured at PAEC Academy and PAEC transition. We have also installed 1 access point / wireless router at PAEC Academy to cover a dead spot at the social workers/gym office and 2 at PAEC transition to cover the classroom/office. This is more of a quality-of-life update. PAEC staff no longer have to travel back to our main campus for laptop updates, password reset/updates, and scanning/printing. This will now all be able to be completed remotely.

PAEC Business Department -Dr. Paul Starck-King

1. Treasurer's report
2. 5-Year Facility Plan
 - Update
 - HVAC Presentation
 - Roof
 - Other Projects

PAEC Human Resources (HR) Department

- Managed/scheduled 4 background checks and/or onboarding (4 direct hire)
- Participated in ISBE webinar
- Managed various ISBE EIS corrections & reporting projects
- Participated in Business Office Meeting
- 1 transfer
- 5 terminations (2 direct, 3 contract)
- Managed 3 new FMLA cases
- Managed completion of FEMA certification forms
- Managed 2 Workers Comp cases
- Follow up with employees regarding the Dependent Audit Project
- Managed employee benefit issues

PAEC Buildings & Grounds Department

KCW made repairs to the package unit in Elementary room 172 and EC room 157. ITR upgraded the intercom at the High School. Fox Valley Fire & Safety conducted their annual fire alarm inspection. MidCity plumbing was onsite for line rodding on toilet in room B4 at PAEC Center and the boys/girls washrooms at Academy.