



Berlin/Boylston Public Schools

Special Education Parent Advisory Council

Meeting Minutes

- Date:** October 28, 2015 7:06PM
- Meeting Place:** Berlin Memorial School Library
- In attendance:** Karen Groccia, Rochelle Peret, Laura Williamson, Karen Molnar, Jessica Meltzer, Kerry Lavallee, Luna Duquette-Holmes, Lori Michalak, John Campbell, Benjamin Holmes
- Membership:** 96 members, 54 Yahoo! Group members. Have sent requests to every member to join the Yahoo! Group since that is where most of our information is sent out through – we have not used just plain email to contact the group for any reason. A new member reports, upon entering the school district in August, that she was provided with no info on who to contact regarding the IEP that was transferred from another district, and had no idea about SEPAC until she saw a general flyer. How can we prevent this from happening? It was suggested having the school hand out SEPAC flyers or cards to new families.
- Rochelle Peret**
- Financial:** Current balance as of 10/28/15 is \$1096.97, after pie sales deposit and pie payment.
- Kerry Lavallee**
- Communications:** MassPac email subscriptions switching over to new board members.
- PR Report:** December, February and May meetings will be held at BMS. We haven't heard anything regarding the yearbook ad. A copy with our schedule of events along with a thank you note will be included with each pie order being picked up tomorrow.
- Karen Groccia**
- PPS** The permanent Board Certified Behavior Analyst (BCBA), Maureen Hurley started on the 19th. We had a consultant filling in until that point.
- Karen Molnar** Nadine Ekstrom and Karen visited China's to visit our District's "sister schools". This will help expand the cultural horizons as part of the Global Initiative. May be part of an exchange program.
- OLD BUSINESS** **Lyman Pie Fundraiser** – 127 pies sold this year, down from 154 last year. We will have to consider whether we do this fundraiser every other year or not. We need help with staffing tomorrow's pie pickup table at BES.
- NEW BUSINESS** **Yearbook Ad** No information has been received yet – the cost should be around \$80 for a half-page, around \$50 for a quarter-page. Motion passed to spend money to buy an advertisement once we receive the paperwork from the yearbook staff.

Square Account We have bought and paid for the new square reader for \$49. We will get our fees reimbursed for up to 3 months after we start using the square reader (not from when we receive the square reader). Lori will print out the confirmation email from Square regarding this so we can have on hand. This year we were charged \$21.51 in fees, therefore, we won't receive the full \$49 back but a portion of it.

National Inclusive Schools Week (NISW) NISW will be held the week of December 7-11. Christi Stille is managing the Tahanto portion of NISW; however, could not make tonight's meeting. In the Elementary schools, we will combine NISW with the December writing topic. This year's theme will be "What are your Gifts?" Rochelle and Jessica will coordinate with the BES & BMS principals and present to the teachers at the November staff meeting. We will prepare the materials so there isn't extra work for the teachers, and will put it up on display in the schools.

Parent Survey: It was suggested to ditch the paper survey and switch to an online survey. We want to determine what we're doing well, what we aren't doing as well as we could, and what the community's needs are. Possible questions may not just SEPAC-specific, but special needs. Since the survey is anonymous we would like to ask what your child's specific challenges so we can aim our presentations towards the most needed topics.

School Meeting Reports:

BES School Council:	No SpEd issues to report
Regional School Committee:	No SpEd issues to report
BMS School Committee:	No SpEd issues to report
BES School Committee:	No SpEd issues to report
Tahanto STAAGS PTO:	No SpEd issues to report
Berlin LINK:	No SpEd issues to report
Boylston PTO:	No SpEd issues to report

M/s/p to adjourn
Meeting adjourned 9:00 pm

Approved: Electronic approvals on file.

_____ Jessica Meltzer, Berlin Co-President

_____ Rochelle Peret, Boylston Co-President

_____ Karen Groccia, Vice President

_____ Kerry Lavallee, Treasurer

Submitted by:



Rochelle Peret, Acting Secretary