



Berlin/Boylston Public Schools

Special Education Parent Advisory Council

SEPAC Meeting Minutes Wednesday, November 27, 2018 Berlin Memorial School, Berlin

In attendance: Kerry Lavallee, Judy Vaillancourt, Esther Rhatigan, Rochelle Peret, Jessica Meltzer, Susan Henry, Karen Groccia, Karen Molnar, Jannel Fitzpatrick

General Meeting (7:10pm)

Minutes: Esther Rhatigan

- October minutes approved through a variety of methods
- An email will be used to announce minutes are ready, rather than Facebook Messenger
- Approvals will be marked in the documents as previously done
 - o If this results in multiple files with the same name, Esther will consolidate into one file

Membership: Esther Rhatigan

- Members who signed up online are not accounted for in spreadsheets
- Rochelle may know where to find list of those who signed up online
- Best estimate after first go through is that there are ~84 members
 - o Further work will be done to improve accuracy
- Next month we can review the web site on the big board in Tahanto
- There is no need for separate tabs in the spreadsheet.
 - o Esther will merge into one as part of the improvements
- We will be removing the Yahoo group
- Once we have the membership list a bit more settled, we will email all to confirm they wish to remain on the list

Financial Report: Kerry Lavallee

- \$823.39 = current balance

Communications: Rochelle Peret and Jessica Meltzer

- o No messages this month

Public Relations: Karen Groccia

- PR for meeting
- Yearbook ad submitted

- Picked up for The Item two weeks in a row
- Still needs Matt's help assigning official email addresses

Pupil Personnel Services: Karen Molnar

- Bridges up and running
 - o Good year to start – keeping kids in district who would have had to go out
 - o Looking at how the program will move with the population
- Preschool population shrinking
 - o Looking at pros and cons of moving Boylston preschool back to BES
- Budget is in process
 - o Because of regionalization it will be later this year, as the school committee needs to change on paper
 - o New school committee = same members under new organization

Old Business:

Fund Raiser –

- Most purchases from open houses
- We'll see how dine-in night goes
- No deposits since 10/4/18
 - o Funds were waiting to have shipment declared
- \$325 deposit pending (the funds requiring shipment)
- ~\$1190 in total sales = We get ~\$240
- Closing Friday
- Order will be placed Monday
- Schedule Dine-In
 - o Last week of January/first of February
 - o Possibly two dine-in nights
 - o Aim for January
 - o Ro will talk with Brianna or Best Buddies about avoiding conflict
 - o Kerry chose 1/24/19 and Thursday
 - o Do we want to have a raffle or gift baskets?
 - KG is willing to assemble
 - Look for donations
 - Photography session with photo frames
 - Self care/Massage
 - Ask membership about donations
 - Themes?
 - Baking baskets
 - Chachkis
 - Movie night
 - Lego
 - 50/50 raffle
 - Do you need permission from the state lottery commission?

- Don't have to be there for SEPAC to win

There was a brief conversation about whether or not to keep the SEPAC Facebook account, as it often is confused with the page

- Keeping it for now

PCP –

- Esther to send Rochelle PCP info and Cheryl's bio
- West Boylston has not confirmed yet

Karen will add a question to her survey about changing the start time of our meetings.

Side topic -

- Suggestion – Provide list of groups at Tahanto that kids can join
- Karen will look into having the late bus at a later time, so all clubs will be covered

NISW –

- Rochelle to contact art teachers

EOY draft

- On Google for review

New Business:

Scholarship

- Need to wait to Texas RoadHouse funds then review and determine in December

Domain Name renewal

- Karen G. to look at when it needs to happen

Town Meeting Req Issues

- Rochelle created generic agenda to send
- Jessica sent wording for agenda to Rochelle at meeting

School Meeting Reports

- Kara Ekstrom had no updates for Rochelle
- No other meetings attended this month

BES School Council

BMS School Council -
BES PTO
LINK
Boylston/Regional School Committee
Tahanto PTO

M/S/P to adjourn 8:35 p.m. Meeting adjourned.



Submitted by Esther Rhatigan

Approved:

 RP **Rochelle Peret, Co-President** **JM** **Jessica Meltzer, Co-President**

 Karen Groccia, Vice President **Kerry Lavallee, Treasurer**

 Esther Rhatigan, Secretary