



Berlin/Boylston Public Schools

## Special Education Parent Advisory Council

### SEPAC Meeting Minutes Wednesday, January 23, 2019 Berlin Memorial School, Berlin

**In attendance:** Karen Groccia, Kerry Lavallee, Esther Rhatigan, Rochelle Peret, Jessica Meltzer, Jannel Fitzpatrick, Laurie Knopp, Rebecca Hall

#### **Presentation (7:14 pm) – Jannel Fitzpatrick**

- Jannel replaced Karen Molnar who could not make it
- **Action** - Add “Parent’s Notice of Procedural Safeguards” to website

#### **General Meeting (8:26 pm)**

**Minutes:** Esther Rhatigan

- November’s were updated
- December’s were uploaded for review
  - Motion to approve minutes during meeting
  - Approved

**Membership:** Esther Rhatigan

- ~ 91 based on emails that failed Dine-in message

**Financial Report:** Kerry Lavallee

- Balance - \$634.15

**Communications:** Rochelle Peret and Jessica Meltzer

- Jessica has received something regarding the fundraiser through an odd path
  - She will share it with us
- Rochelle received spring fundraiser info from pie folks
  - Not doing spring, but asked to stay on the list for fall
  - Need to choose pie pick-up date (tentative at least) late this year
- Kerry
  - Brittany WBAC filming on January 30<sup>th</sup>
  - Not this month, keep in mind for February
  - Esther will discuss PCP presentation
- Rochelle received an email looking for info on special ed in Boylston
  - She explained her experience and noted how different it can be for each student

**Public Relations:** Karen Groccia

- PR for dine-in

- PR for the meeting
- Did not get picked up by The Item for anything
- Lions Club sign not picking us up either
- Uploaded minutes
- Uploading Parent's doc
- 2/27<sup>th</sup> at Tahanto is next meeting

**Pupil Personnel Services:** Jannel Fitzpatrick filled us in on Tahanto activities

- Refresh Day Tahanto Middle 3/13
  - Students choose from a variety of activities just like October's Refresh Day for the Senior High
- Preschool screenings on Monday the 28th

**Old Business:**

Becky Hall looked into the cards fundraiser she's done elsewhere.

- Don't need to be a non-profit.
- \$30/box or \$50/box of holiday card.
- \$15 profit per box

PCP moved to April 24th

NISW – Tahanto art teacher already had something similar now doing conversation hearts with inclusive messages – no word from BMS – HOPE club doing something – Tahanto preschool doing something – BES is too busy, but Ace wants to help

Texas Roadhouse –

- 4 baskets
- Cash for tickets
- \$1/1
- \$5/6
- \$10/12
- Attendance not necessary to win
- Need pens for names and phone numbers
- Ziploc bags for tickets marked with Sharpie or something

- Karen to make a quick sign
- Karen will get there for 4:30pm
- Jess will be there close to 5
- Rochelle can be there around 5
- Esther can be there by 6
- Kerry will be there around 7:30

- Table:
  - Karen 4-5
  - Jess 5-8:30
  - Esther 6-10
  - Kerry 8:30-10

- Drawing done after event

### **New Business:**

Set up group text to replace Messenger group

- Two members not using on phones anymore

FCSN – Becky Hall going

Scholarship – One for \$300

Excellent Educator timeline and activities

- Deadline for submissions April 26<sup>th</sup>
- Give 3-4 weeks prior to submit
- PR will go out 3/29<sup>th</sup> – will send out as an email
- **Action** - Ask Karen's office to mail flyer
- **Action** - Could compare submissions to membership list to see if families might want to join SEPAC that haven't

**Action** - Start emailing mailing list about meetings with presentation

**Action** - FB group list vs. membership list

- Karen sending info to Esther

### **School Meeting Reports**

EOY report filed

- No meetings attended this month
- BES School Council
- BMS School Council
- BES PTO
- LINK
- Boylston/Regional School Committee
- Tahanto PTO

M/S/P to adjourn 9:36 pm. Meeting adjourned.

A handwritten signature in black ink, appearing to be "B. Hall", written in a cursive style.

Submitted by Esther Rhatigan

Approved:

\_\_\_\_ **Rochelle Peret, Co-President**

\_\_\_**JM**\_\_\_ **Jessica Meltzer, Co-President**

\_\_\_\_ **Karen Groccia, Vice President**

\_\_\_\_ **Kerry Lavallee, Treasurer**

\_\_\_\_ **Esther Rhatigan, Secretary**