



Berlin/Boylston Public Schools

Special Education Parent Advisory Council

SEPAC Meeting Minutes Wednesday, March 27, 2019 Berlin Memorial School Library

In attendance: Jessica Meltzer, Karen Molnar, Esther Rhatigan, Rochelle Peret (via Facetime)

General Meeting (7:04pm)

Minutes: Esther Rhatigan

- January and February minutes uploaded and submitted for review March 16th
- **Action** – Karen M. would like to have Google Docs access
- **Action** – Both need review and approval of board

Membership: Esther Rhatigan

- ~ 90
- 3 to be removed after last group email bounced
- 1 new via form mailed in
- 1 new via Facebook
- **Action** – Esther needs to compare Facebook list to spreadsheet to see if anymore additions need to be made

Financial Report: Kerry Lavallee

- Balance - \$774.31
- \$165 from raffle
- \$0.08 from interest
- TRH balance still outstanding ~ \$89
- Kerry needs to buy supplies for Excellent Educator certificates
 - Motioned – Seconded – Approved
- TRH
 - For next year, let's consider a similar venue with baskets again.
 - The baskets made more than the food.
 - Chefie's, The Other Place, Dragon 88
 - And, we're doing pies in fall

Communications: Rochelle Peret

- Bancroft Horizons Program
 - Asking to be added to our website
 - Weekend program - Theater for kids with special needs
 - **Action** - Post to Facebook

Public Relations: Karen Groccia (submitted via memo, read by Jessica M.)

- March Meeting
 - PR sent to all newspapers, town, schools, out on Facebook, up on website
- Excellent Educator
 - Flyer forwarded to Michelle Mancini and Karen Molnar
 - Scheduled to be “snail mailed” to all SPED/504 families this week (week of Mar 25-29) – Thank you to both for this!
 - Will be posted on facebook and website by Mar 30.
 - Link will also go up on the website by Mar 30, to be ready for submissions.
 - Set up Ex Ed nomination form on Google with spreadsheet for responses.
- Person Centered Planning/April Meeting
 - Flyer – will be posted on March 28 on website, fbook, and sent out to newspapers, town
 - (Esther found an incorrectly dated posting on spedchild ma.org and offered to contact them/correct it. Thank you Esther!)
 - Remaining PR for this meeting/PCP presentation will go out to schools, newspapers, towns, etc. on normal schedule.
 - Night of the meeting, I will be available early for set up and tech support.

Pupil Personnel Services: Karen Molnar

- Excellent Educator forms will be going out
- Goofy Sock day for Down Syndrome Awareness Day – 3/21, was learned about late last week
 - Next year we could encourage taking part beforehand
- Two scholarship applicants
 - One who never received services
 - Rescinded her application when she realized her mistake

Old Business:

- Excellent Educator
 - Ace is only principal to respond to presenting them
 - Diane and John are still outstanding
 - Deadline April 26th
 - **Action** – Jessica to reach out to Diane and John again
- Scholarship
 - Deadline is May 10th
 - **Action** – Post about it on Facebook and email about it
- PCP Presentation
 - Only need a projector
 - W.Boylston never got back to us
- BES’ Bingo Night
 - Angela volunteered to run it
 - **Action** – Rochelle to reach out to Angela. She told Kara.
- Payment issues with Texas Roadhouse Fundraiser
 - TRH contact out on maternity leave

New Business:

- Kindergarten Info night - who’s speaking - any materials needed?
 - Last year was last minute
 - Still don’t have date
 - **Action** – Kerry will contact Ace about when it is
 - **Action** – Karen M. will check on Berlin
- Tahanto Hearts

- **Action** – Rochelle to share from their Facebook page
- Refresh day was a success for the middle school
 - Bob Ross in particular
- Boston Children’s Museum and Acton Discovery Museum sensory nights
 - **Action** – Esther will post to Facebook when they happen again

School Meeting Reports

No reports this month

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

M/S/P to adjourn 7:49pm. Meeting adjourned.



Submitted by Esther Rhatigan

Approved:

____ **Rochelle Peret, Co-President**

____ **Jessica Meltzer, Co-President**

____ **Karen Groccia, Vice President**

____ **Kerry Lavalley, Treasurer**

____ **Esther Rhatigan, Secretary**