Berlin/Boylston Public Schools
Special Education Parent Advisory Council
Meeting Minutes

Date: January 22, 2014 7:15pm

Meeting Place: Tahanto Regional Middle/High School Multi-Purpose Room

In attendance: Angela Allred, Karen Groccia, Lori Michalak, Karen Molnar, Christina Stille

Presentation: “Parents, Students and Schools as Partners” – annual presentation on Rights and Responsibilities

Karen Molnar

Membership: No change; 92 members, 56 Yahoo! Group members.

Rochelle Peret

Financial: Current balance is $1.818.97.

Lori Michalak

Communications: Angela Allred delivered a Bobcats holiday card from the BES SEPAC mailbox.

PR Report: January meeting announcement picked up by BES and Tahanto websites. Will reach out to BMS to see why they are not publicizing meetings for us. Also picked up by Clinton Item and Boylston Banner on website and in print.

Karen Groccia

PPS: Budget process has begun, with no big changes for SpEd to report. She did not anticipate any new school choice slots, but it had not been voted on yet.

Karen Molnar

NISW: Great response from all three schools! Most classrooms at BES participated and approximately two-thirds of BMS. Tahanto had several activities, including a poster contest and wishing tree.

Angela Allred

Angela & Lori created all of the personalized certificates and Angela delivered to the elementary schools. Angela distributed personalized certificates to BES and set up coffee and pastry from volunteers at the January Teacher Meeting. Christi distributed certificates to Berlin and hosted their teacher appreciation meeting with coffee and snacks from volunteers. Lori will work on a “thank you” for Dee Gardner.
Karen Groccia wrote a 450-word article summarizing the district’s efforts with photos taken by Jay Groccia (BES, BMS) and Alyssa Michalak (Tahanto). The Banner used the full article with one photo of BES students on website and in print. Clinton Item published full article in print and on web with BMS photo.

**Scholarship:** Paula Beaulac will deliver copies of the form to Assabet. Tahanto received copies in December when their college finance workshop was announced. Deadline reminders will be publicized in early May.

**Website Update:**

**Karen Groccia**

Edits and refinements are being made in small increments, as Karen and Rochelle learn their way around the pages and the tools. Karen and Rochelle are also planning to Skype to share some more information and figure out some other design decisions, etc. Rochelle will post December minutes ASAP and work on the sidebar calendar. The 3 year fee for the domain (www.sepac-berlin-boylston.org) has been paid. Receipt to document the expense/reimbursement was submitted.

**Kindergarten Orientation Night**

Angela Allred reported that it will be at 6pm on February 4th, and she volunteered to present. Karen Molnar will find out if there is a separate date and/or location for BMS.

**NEW BUSINESS**

Resource list for website – we discussed alternatives for format, with the Possibility of using multiple pages for different topics, if there is that much information to organize. Angela Allred volunteered to create a list of the books in the SEpac library. Will consider affiliate links so any clicks on titles that Amazon carries can generate a small kickback to the SEpac. We envision including links to other web resources, other SEpac sites, copies of documents like the Procedural Safeguards, etc.

SEpac Facebook page – Karen Groccia created a SEpac Facebook page and account, which will be used to post on the SEpac page. This page is a group page, so membership is by invitation/approval only. Deanna King created a SEpac page a year or so ago, but it seems to have disappeared. Karen will reach out to Deanna to see if we are better off working with SEpac page she set up a year or so ago, or the new group page we’ve started.

Website Intern – Karen Groccia will prepare and send a thank you package to Katherine Ryan. Package will include a letter of appreciation and gift cards totaling $45. Karen will submit proof of purchase of the gift cards for reimbursement.
Excellent Educator Awards – Karen Groccia will draft the new flyer for the February meeting. Timeline was established.

School Meeting Reports:

**Union 60 School Committee**: no SpEd issues to report

**Regional School Committee**: no SpEd issues to report

**Berlin Memorial School Committee**: no SpEd issues to report

**Boylston Elementary School Committee**: no SpEd issues to report

**Tahanto STAAGS PTO**: bylaws approval is pending.

**Berlin LINK**: no SpEd issues to report

**BUSS (Berlin United to Support our Students)**: no SpEd issues to report

**Boylston PTO**: no SpEd issues to report

**Boylston School Council**: School improvement plan is being drafted for school committee approval in the spring.

**Superintendent’s School Council**: Karen Groccia was asked to participate in the Superintendent’s School Council along with a Berlin parent, teacher rep from Tahanto and all three principals. Will meet 3x per year, to ensure that all of the district’s school improvements plans and efforts are aligned and working together.

**Literacy Committee** – Committee was created to ensure that the districts’ literacy curricula are consistent, powerful and that they adequately prepare elementary students from the two schools to work at the same level and to succeed at Tahanto. The resulting Literacy Initiative will be presented to School Committee in the spring.

**Future Agenda Items:**

- Teacher Appreciation Week Activities
- Fall Fundraiser Go/No Go
- Scholarship Winner Selection
- Open Offices for 2014-2015

M/s/p to adjourn

Meeting adjourned 9:20pm

Approved: Electronic approvals on file.

_____ Christi Stille, Co-President

_____ Karen Groccia, Vice President

_____ Lori Michalak, Treasurer

_____ Rochelle Peret, Secretary

Submitted by:

[Signature]
Karen Groccia, Acting Secretary