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 30th  
  - 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
- 2/27th 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 26th
- Give 3-4 weeks prior to submit
- PR will go out 3/29th – 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.
Submitted by Esther Rhatigan

Approved:

_____ Rochelle Peret, Co-President

_____ Karen Groccia, Vice President

_____ Esther Rhatigan, Secretary

_____ JM. Jessica Meltzer, Co-President

_____ Kerry Lavallee, Treasurer