

**Manchester –Essex Regional Special Education Parent Advisory Council**

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**MEETING:** MERSD SEPAC

**DATE:** January 11, 2016

**LOCATION:** District Conference Room at M.S./H.S.

Meeting opened at 6:35 p.m.

Meeting closed at 8:30 p.m.

**ATTENDEES:** Cynthia Beauregard, Kathy Quill, Kari Faller, Mimi Locke, Kim Egan, Ashley Sartell, Bernadette Ruth, Cheryl Bagshaw Mulvey, Jen Flanigan, Sara Polese Reineman, Allison Collins

**RECORDED BY:** Mimi Locke

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SUBJECT/TOPIC	DISCUSSION	ACTION/RECOMMENDATION
1. MINUTES from NOV 9, 2015 MEETING	<ul style="list-style-type: none"> <li>Discussion as to distribution of Minutes in relation to by-laws wording. Motion to change by-laws: The Secretary, who records and submits the Minutes will send a draft copy to the co-chairs and to the Student Services Director. Once the DRAFT Minutes are posted to the SEPAC website, the Secretary will email the Board members so they can review them online and in advance of the next meeting. Draft Minutes to be approved at next meeting.</li> </ul> <p>Motion to change by-laws.</p> <ul style="list-style-type: none"> <li>Motion to approve November 9, 2015 Minutes.</li> </ul>	<ul style="list-style-type: none"> <li>Vote to change by-laws passed.</li> <li>Secretary will email all board members once the Draft Minutes are posted on the SEPAC webpage.</li> <li>Minutes approved.</li> </ul>
2. SEPAC Email Activity to SEPAC email address	<p>Very little activity since last meeting. Ashley Sartell requested that the Agenda be emailed to Board members ahead of meetings, preferably two weeks in advance.</p>	<ul style="list-style-type: none"> <li></li> </ul>
3. SPRING EVENT FALL EVENT	<p>* Parent workshop in April or May 2016 with district special education staff speaking about their various services. Topics include take-away strategies for Summer vacation such as Reading strategies, math strategies, ADHD, Execution Function, Self-Advocacy and more...as we develop the agenda. We will include programming for all levels (ES, MS, and HS). Fall 2016: social event for families, possibly at Tuck’s Point.</p>	<ul style="list-style-type: none"> <li>Allison Collins will check with Special Education staff as to who may want to volunteer to participate in the Spring workshop.</li> <li>Cindy Beauregard and Kathy Quill will work on Parent Workshop Event.</li> <li>Kari Faller will check with Town Hall as to the availability of the Chowder House at Tuck’s Point for the Fall event.</li> <li>Cheryl Mulvey and Kari Faller will work on a subcommittee.</li> </ul>
4. SEPAC NEWSLETTER PROGRESS UPDATE	<p>* No report.</p>	<ul style="list-style-type: none"> <li>Jen Flanagan to create a newsletter format.</li> </ul>
5. UPDATED SEPAC PARENT SURVEY RESULTS	<p>* Not many additional participants.</p>	<ul style="list-style-type: none"> <li>Allison Collins will send the Survey Results in either an attachment or a link to parents.</li> </ul>
6. STUDENT SERVICES PRESENTATION BY ALLISON COLLINS TO SCHOOL COMMITTEE (1/5/16)	<p>The overview presentation is given once every three years. Well-received by School Committee and by audience. Need for more counseling services in the MS/HS.</p>	<ul style="list-style-type: none"> <li>Allison Collins will check with Pam Beaudoin as to how to access the video presentation.</li> <li>Cindy Beauregard and Cheryl Bagshaw Mulvey will draft a SEPAC letter recommending to School Committee that more counseling services be made available to students at the MS/HS, to be reviewed.</li> </ul>

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7. OPEN FORUM	<p>By-laws currently state that Faculty members on SEPAC Board are selected. Jen Flanagan made a motion to change this in the by-laws to Faculty members to be elected. Cheryl Mulvey seconded.</p> <p>Voting rights of Faculty board members.</p> <p>YRBS Survey Community Presentation 1/14/16.</p>	<ul style="list-style-type: none"><li>•</li><li>• Motion passes.</li><li>•</li><li>• Amendment reflecting this change to be made in the SEPAC by-laws.</li><li>• Kari Faller will contact Leslie Leslie at MassPac to ask about voting rights of elected faculty board members.</li></ul>