

# DRAFT COPY

## MINUTES

### Parent Advisory Council Northbridge Special Education

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**Date:** December 11, 2008  
**Time:** 7:00 pm – 7:30 pm  
**Location:** WE Balmer Elementary Library  
**Approved:**

❖ **Welcome & Introductions**

- There were 4 people in attendance.

❖ **Approval of June 5, 2008 & September 25 Minutes**

- Minutes were approved unanimously.

❖ **PAC Organization**

- A vote was taken to amend the bylaws for the following items:
  - ♦ Change name to reflect "Northbridge Special Education Parent Advisory Council" instead of "Northbridge Parent Advisory Council"
  - ♦ Changes the cap of expenditures without voting approval to \$100 from \$50 under the Treasurer's description of duties
  - ♦ Adds the provision for employees of the Northbridge School District, who are not otherwise qualified, to join NPAC as non-voting members
  - ♦ Changes the bylaw changes/amendments clause to require a 2/3 vote of members in attendance from a requirement of 10 voting members in attendance.
- Dawn reported that the transition of PAC resource materials will start very soon. She needs to meet with the Balmer Librarian to set things up.

❖ **Outside Workshops/Seminars**

- Nothing to report at this time

❖ **Fundraising**

- Nothing to report at this time

❖ **Marketing**

- There was a discussion regarding increasing attendance. We will be developing a survey to send out to parents and educators asking why they are not attending meetings and what we can do that would prompt them to attend. We have formed a collaboration with the NHS DECA Club's Northbridge BigGive project to offer child care at all future meetings.
- Another idea was to have a "Come Meet the PAC" at a Professional Development Day for staff to learn what the PAC is and does. We will need to approach the administration on the possibility of doing this.

❖ **Meeting/Speaker Calendar for 2009**

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|---------------------|--------|---|
| ▪ January 8, 2009   | 3:00pm | Meet Interim Administrator of Special Education & TEAM Chairs |
| ▪ February 12, 2009 | 7:00pm | Making Cents of Health Care Financing (MassHealth)            |
| ▪ March 12, 2009    | 3:00pm | Assistive Technology presented by Jane Ricard                 |
| ▪ April 9, 2009     | 7:00pm | Let's Get Organized   |
| ▪ May 14, 2009      | 7:00pm |   |
| ▪ June 4, 2009      | 7:00pm | End of Year Meeting   |

❖ **Other**

- Thank you to the DECA "Northbridge Big Give" Program for providing Child Care at NPAC meetings/workshops
- Congratulations to Ms. Shelley Rivelli and staff of the Balmer Elementary New Horizons Program for Recognition

**Thank you for your support of the Parent Advisory Council!**