



# Groton Dunstable Special Education Parents Advisory Council

## BUSINESS MEETING Meeting Minutes

**Tuesday, December 15, 2009**

7:00 pm, GD Regional Middle School North - Library

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Officers Present: Nancy Bugbee, President  
Maryanne Squeglia, Vice President & Treasurer  
Cyndy Premru, Secretary

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Nancy Bugbee, President, called the meeting to order at 7:07pm.

### **I. Acceptance of Meeting Minutes**

Cyndy Premru, Secretary, made a motion to accept the Business Meeting Minutes from June 9, 2009. The motion was seconded and the minutes were unanimously approved. Ms. Bugbee made a motion to accept the Business Meeting Minutes from October 8, 2009. The motion was seconded and the minutes were unanimously approved. The minutes will be posted on the website at <http://www.gdspedpac.org>.

### **II. Roundtables**

#### **Florence Roche Roundtable, October 22, 2009**

Ms. Bugbee attended the roundtable. Member Liz Podsiadlo was there as well. Ms. Bugbee reported that though it was poorly attended, it was a productive meeting. One topic of discussion was the school's MCAS scores. Most parents seemed to be fairly happy with their child's services and with how the school year was going.

We discussed scheduling the next Roundtable with Florence Roche after the holidays. The topic of transitions would be pertinent to discuss (from Elementary to Middle School and from Preschool to Elementary School).

#### **Middle School Roundtable, January 20, 2010**

Maryanne Squeglia, VP and Treasurer will be there. One of the topics that was suggested as being important to discuss was Math. Ms. Squeglia reported that the MS has removed pullouts for math services on student IEP's – wanting to service all students in the classroom setting. Ms. Bugbee will talk to principal Silverman regarding a focus on math as the topic of discussion. Questions to ask him are: what does the current math program look like? What new changes have been made? What analysis/results have come out of the MS Math Task Force Committee?

As a group, we decided to try to meet in January 2010 to discuss how to best utilize the Roundtable format at the schools.

### **III. Feedback Notes from Grotonfest**

Need literature for handouts next year – Ms. Squeglia has a folder at the Parent Resource Center (PRC) with all of the information needed for what we did this year and how we made it happen. Some other noteworthy notes to add to the folder are:

- Start the cash drawer with \$100 in \$1 bills
- Purchase between 350 – 400 lbs of potatoes to make into fries
- Up the number of ketchup bottles to 15
- Rent a third fryolator (up from 2)

### **IV. Account Update**

Ms. Squeglia reported that SpedPAC's current checking account balance is \$ 1439.19. Ms. Premru submitted a receipt totaling \$ 38.24 for reimbursement. The receipt was for Grotonfest supplies. Ms. Premru was reimbursed at the business meeting.

Ms. Squeglia announced that she would email Ms. Premru and Ms. Bugbee the total amount deposited from the booth at Grotonfest last October.

As a group, we discussed other possible expenditures for this school year. Suggestions mentioned were:

- Looking into various initiatives/resources for the individual schools
- Ms. Premru brought up raising disability awareness in the District – possibly purchasing an institutional copy of the DVD, "Including Samuel." She will forward the pricing information on the "Including Samuel Institutional Kit" to the other officers.
- Ms. Squeglia suggested inviting other local PACs (their representatives) to Groton-Dunstable to discuss PACs in general, how to increase membership, recruiting volunteers, scheduling lectures, general hot topics in special education, reading the "pulses" in the different districts, etc. She reported that she would like to spend some money from our checking account to host this event. Possible time frame would be Spring 2010.
- Ms. Squeglia also suggested that we host a reception to welcome the new Superintendent in early Spring, after the official announcement is made.

### **V. PRC at Prescott School**

The fate of the PRC was briefly discussed. Currently, it is very underutilized in the District. It is also difficult to find volunteers to host open hours. This may be an indication that families in the District are generally happy with services and that they have found other resources to guide them in the special education process.

As a group, we discussed donating the books and resources to our local town libraries, Groton and Dunstable, with hopes that the resources would be better used.

In the meantime, Ms. Premru will revisit the website that many of the books are catalogued on, <http://www.Librarything.com>, and draft a "how to catalogue" guide so we can update the listings on Librarything.com.

Ms. Bugbee will ask Melissa Sweeny, Administrative Assistant to the Superintendent, if it would be possible for us to have access to the Prescott building over a weekend so we can move bookcases around and update files, etc.

## **VI. The Butler Fund**

The Butler Fund is part of the Commissioners of Trust Funds and it is specifically used to fund resources for High School staff.

As a group, we discussed the need to find out what resources the staff would like. Ms. Bugbee will email Principal Cohen requesting suggestions. Suggestions that we came up with are in the areas of staff development, mental health issues, disability awareness, executive function skills, inclusion, DVD's, books, etc.

## **VII. Final Meeting/Event Calendar**

Following is the remaining events on our calendar for the 2009 - 2010 school year:

Tuesday, Jan 14, 2010, 7:00pm

- "Anatomy of an IEP" with Lori B. Tucker, Esq., Location HS Library

Wednesday, Jan 20, 2010, 9:00am

- MS Roundtable, location MS North Conference Room

Tuesday, Feb 9, 2010, 6:30pm

- Business Meeting, location HS Library

Tuesday, Feb 9, 2010, 7:00pm

- "Executive Functioning in the Classroom: Middle School, High School, and Beyond" with Dr. Joseph Moldover, location HS Library

Tuesday, March 16, 2010, 7:00pm

- "Building the Skills that Build Social Capital: Putting Your Best Foot Forward in the Real World" with Teresa Bolick, Ph.D., location HS Library

Wednesday, March 31, 2010, 9:00am

- MS Roundtable, location MS North Conference Room

Ms. Premru will confirm the upcoming lectures with both Dr. Moldover and Teresa Bolick.

Ms. Squeglia and Ms. Bugbee will send a 'Thank You' to Dr. Evans when they send him a check for speaking last fall.

As a group, we discussed the possibility of having a lecture focusing on Math as the topic this Spring. Ms. Bugbee has spoken with Monica Leon, a K – 8 Math Coach in the Cambridge Public Schools. She knows the TERC Investigations program well and works closely with staff and parents, supporting them in making sure that they are able to meet the needs of a variety of learners in their classrooms. We are very interested in bringing Ms. Leon to Groton-Dunstable. Before doing so though, we would like to coordinate it with the school principals and Kim Cochrane, the Director of Curriculum Development.

We also discussed having one more lecture this spring, possibly on the topic of MCAS tests. Ms. Bugbee has found a lecture given by the Federation of Children with Special Needs that sounds appropriate. The fee is \$300. Ms. Bugbee will try to coordinate this for early March.

## **VIII. Superintendent Search Committee**

Ms. Bugbee will be representing SpedPAC's voice on the committee searching for a new Superintendent of schools. Feel free to email her with any input you have or questions you would like asked when she meets with prospective candidates.

## **IX. Winter Newsletter and Updates to Website**

Ms. Bugbee will contact Lisa McLaughlin, our Website Administrator, with a list of updates for the website.

As a recap from last June, a new software program is really needed to better manage our website and to make updating it easier. As officers, we agreed that it would be much easier if we were the individuals responsible for making the updates, as Ms. McLaughlin has been very busy lately and has become less involved with the organization.

Ms. Sweeny has some resources for web developers and Ms. Premru will contact her for this information with hopes that we can find a new developer to help us redesign our website at a reasonable cost.

Ms. Bugbee will contact Ms. Sweeny to see if she is interested in taking over the publishing of our newsletter. Last June, she mentioned that she might be interested if she is available.

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**The business meeting concluded at 8:00pm.**