



Business Meeting Minutes

February 10, 2021

I. Call to Order

Melissa Brown called the meeting to order around 8:52 pm. The following Friends' Board members attended the meeting: Melissa Brown and Erica Abbruzzese. Additional attendees included SEPAC co-chairs Amanda Bailey, Abe Gutierrez, and Carrie Weaver, Interim Special Education Director Deborah Dixson, and five other Friends of SEPAC and community members attended the meeting as well.

II. Organizational/Business Issues

- A. Meeting Minutes: October minutes were reviewed and a motion was made and seconded to approve the minutes. A vote was taken and the motion passed unanimously.
- B. President's Report: Melissa noted that Conflict of Interest forms will be disseminated to Officers and completed ASAP. Benevity filing was approved for continued reimbursement for volunteer hours submitted by web host. A discussion was had about recognizing teachers, support staff, and administrators for supporting students with disabilities during this challenging school year. In the past, the Friends of... has recognized one outstanding teacher per nomination period. The nomination process typically included an open call for nominations over a set time period, followed by conversations with administrators about nominees' overall performance prior to selection of one teacher. Historically this individual was also recognized in some manner during the SEPAC presentation at the last School Committee Meeting of the year. Friends of...meeting attendees discussed having a broader, more inclusive process to recognize a number of individuals supporting children with disabilities. It was noted that other SEPACs do acknowledge multiple people and we can look at those examples or come up with something ourselves that fits our vision, and the limited time and energy to put something together. The Friends of...will consider options and report back at the next meeting.
- C. Treasurer's Report: The state required forms are all up to state. The only outstanding items are a reimbursement for Nancy and switching bank account ownership from Nancy to Erica as Treasurer.
- D. Secretary Update: The Friends of...is seeking a Secretary as the current Secretary is requesting to step down due to unforeseen circumstances. The position is not very time-consuming, and mainly consists of taking brief meeting notes several times a year and keeping track of membership lists. Nominations are appreciated.

III. Open Discussion

The constraints of COVID restrictions make events and fundraising challenging. Any members or community members are welcome to be in touch with ideas.

The meeting was adjourned around 9:03pm.

Respectfully submitted by Melissa Brown