



## **Holliston SEPAC Board Meeting**

*Open to the public*

Meeting date: Monday, 5/23/16, 7-9PM

Location: Holliston High School Library

Purpose: Regularly scheduled meeting

Anticipated Attendance: Deborah Sweet, co-chair  
Sheri Clyde, co-chair  
Susan Frechette, co-chair  
Eileen Radcliffe, secretary  
Elina Robinson, events planner  
Allegra Denehey, fundraising events planner  
Marcie Randall, treasurer  
Wendy Cabot, board member

Meeting Documents:

*Refer to attached minutes from 3/14/16 Board Meeting*

*Refer to the document from the A.P.P.L.E. Institute workshop*

### **1. Standing Items**

- |   |                                       |
|---|---------------------------------------|
| 1.1 Review agenda                       | Deborah Sweet<br><i>5 minutes</i>     |
| 1.2 Approve minutes of previous meeting | Eileen Radcliffe<br><i>10 minutes</i> |

### **2. Business Arising**

- |                       |                                       |
|-----------------------|---------------------------------------|
| 2.1 Open to the floor | All participants<br><i>10 minutes</i> |
|-----------------------|---------------------------------------|

### **3. New Business**

- |   |   |
|---|---|
| 3.1 Update on Partnership with Holliston Education Foundation (HEF) | Marcie Randall<br><i>10 minutes</i>               |
| 3.2 Special Education Openings in District                          | Sheri Clyde<br>Deborah Sweet<br><i>10 minutes</i> |

### **3. New Business (continued)**

#### **3.3 Looking Forward: 2016-17 Opening Week Practices**

Suggestions and concerns to help guide district on best practice criteria for opening week of school

Deborah Sweet  
Sheri Clyde  
Susan Frechette  
*10 minutes*

#### **3.4 The APPLE Institute**

Two year strategic plan for partnership between Holliston Special Education and SEPAC  
Documentation: *Refer to handout*

Deborah Sweet  
Elina Robinson  
*20 minutes*

#### **3.5 Allocation of funds**

Report from third grade classroom on funds provided to build a Chill Zone

Deborah Sweet  
*5 minutes*

#### **3.6 2016-17 Proposed Schedule of Events**

Including change in frequency of co-chair/DSS meetings

Elina Robinson  
Deborah Sweet  
*10 minutes*

#### **3.7 June Family Fun Event**

Elina Robinson  
*10 minutes*

### **4. Ending Items**

#### **4.1 Review Action Items**

Deborah Sweet  
*10 minutes*

#### **4.2 Date of next Meeting**

April 4, 2016, 7-9PM  
Holliston High School Library

Deborah Sweet  
*5 minutes*

#### **4.3 Closing Thoughts**

Open Forum  
*5 minutes*

