

## **SPECIAL EDUCATION PARENT ADVISORY COUNCIL**

### Procedures

1. In accordance with School Committees' policy, File BDFB, the School Committee(s) may each year, subject to availability of member resources, appoint one or more of its members as the liaison(s) to the Special Education Parent Advisory Council for the term of one school year. The liaison(s) will be responsible for attending Special Education Parent Advisory Council meetings periodically and reporting back to the School Committees on the results of these meetings.
2. The Special Education Parent Advisory Council will be invited to present formally to the School Committee two times a year to:
  - Report to the School Committee on the goals of the Special Education Parent Advisory Council for the upcoming year; and
  - Report to the Committee on the progress on the goals of the Special Education Parent Advisory Council during the year.The Special Education Parent Advisory Council presentations to the School Committees shall be made at the September or October meeting and the June or July meeting, subject to the Special Education Parent Advisory Council's consultation with the Chair of the respective School Committees.
3. In accordance with the School Committees' policy, File BDFB, the Director of Pupil Services and the SPED PAC chairperson will meet quarterly to discuss planning, development and evaluation of the districts' special education programs. Other staff, SPED PAC Board members and the School Committee liaison(s) may also be included at these meetings.

**Approved by APS/AB School Committees: May 1, 2008**