

## Quincy Parent Advisory Council to Special Education (QPAC)

November 8, 2011, 6:30 pm  
QPAC Resource Center at Quincy High School

### General Meeting Minutes

#### ***Introduction and Rules***

The meeting was called to order at 6:45 pm by Jill Gichuhi, QPAC President. 8 individuals were in attendance (attached).

#### ***Open Executive Board Position***

The Secretary position is still open. A description of responsibilities and qualifications was given. Those interested in serving were encouraged to contact Jill Gichuhi.

#### ***Acceptance of Minutes***

Minutes from the September 13, 2011 General Meeting WAS accepted without revision.

#### ***Reports***

##### School Committee

The School Committee's Special Education Subcommittee met on October 26, 2011.

- A handout on Quincy Public Schools procedures for 504 Plans was distributed and discussed.
- IEP implementation, specifically related services and teachers having access to students' IEPs, was discussed. QPAC asked for additional information regarding teachers' access to IEPs.
- An overview of the Special Education Program Improvement Plan was given.
- An overview of social skills programming within Quincy Public Schools was given. Additional information about curriculum being used in this area was requested by QPAC.
- The next meeting of the Special Education Subcommittee will be on Wednesday, February 1, 2012.

#### ***Old Business***

##### Resource Center Computer & Printer

It was decided at the September 13, 2011 General Meeting that a computer and printer would be purchased using QPAC funds. The printer was purchased, for a total cost of \$138.10. Two computers have been donated to QPAC. A portion of the saved funds will be used to purchase supplies; one toner cartridge and a case each of white and colored copy paper for a total of approximately \$150 after taxes and shipping.

##### Calendar: Adjustments

Due to scheduling and other conflicts, changes have been made to the QPAC Calendar. The dates and location of Come To Think Of It meetings have been changed. A revised calendar of all QPAC meetings and events was distributed and reviewed, with the reminder to check the QPAC website for any additional adjustments.

##### Goal Update: Visibility

Progress on this action step was reviewed. QPAC will be acquiring a QATV membership, with the hope of creating videos of trainings, events, and announcements. Five or more individuals are needed to participate in the training. Those interested are asked to contact Jill Gichuhi, QPAC President, with their general availability.

##### Goal Update: Communication

Progress on this action step was reviewed. The December issue of the QPAC Resource will soon be available. Contributors will be needed for the March issue. Parents and others who are interested in submitting material to

the newsletter are asked to contact Jill Gichuhi, QPAC President.

#### Goal Update: Transition to Adulthood

Progress on this action step was reviewed. Quincy Public Schools has postponed the completion of their Transition Procedures manual to the end of the school year. In response, QPAC will draft a list of items, ideas, and information that we feel should be included in and/or considered when developing the guide. Members of QPAC's Transition to Adulthood Committee will be solicited for the input. Others wishing to provide input should contact Jill Gichuhi, QPAC President.

#### ***New Business***

##### Parent Follow Up: Related Services

A question was asked at the September 13, 2011 General Meeting regarding the provision of related services. Parents who have questions about their child's services are encouraged to contact their child's Team Chair. A record is kept of services provided to students on IEPs, and the Team Chair can access this record to confirm that services have been received.

Parents with questions or concerns that cannot be addressed with the Team Chair were reminded to contact their Team Administrator. A handout directing parents who to contact was distributed and discussed. [Note: available on the QPAC website, at: <http://www.quincypac.org/resources/files/flowchart.pdf>.]

##### Paraprofessional Qualifications & Training

A parent requested information on paraprofessionals, including the types, qualifications, general hiring practices, and training for these staff members. This item was tabled until the next meeting in order to get additional information.

#### ***Announcements and Upcoming Events***

Upcoming meetings and events were announced:

#### ***Open Discussion***

##### Participation Question

Members present were asked, "If you could change one thing about special education in Quincy Public Schools, what would it be?" Responses were collected, read out loud, and discussed. Answers included:

- Improved awareness of issues surrounding mental health and IEPs.
- Greater participation of special education students in school and community activities.
- Regular evaluation of all teachers and staff.
- Frequent updates for parents of students social and academic progress.
- Equal representation of minority communities in special education.
- Increased information provided to parents and students regarding transition.
- Less movement of substantially-separate classroom strands from school to school.
- Clearer explanation of IEP goals and what they are measuring.
- Better communication between the district and parents regarding the availability of supports and services.

##### Other Topics

None.

#### ***Adjournment***

The meeting was adjourned at 8:14 pm.