

Reminder:

All communications that occur in this format are open to the public. Please refrain from unnecessary comments.

Special Education Parent Advisory Committee

April 18, 2023



SEPAC Mission Statement

The mission of the FPS SEPAC is to facilitate collaboration between students, parents, staff, the FPS Board of Education, and the community in order to promote inclusion, understanding of, respect for, and support of all children with special needs in our community. Additionally, the FPS SEPAC, offers the opportunity for feedback regarding the quality of district wide special education policies, programs and practices of Fargo Public Schools.

SEPAC By-Laws

1. Participants will not receive compensation to prepare for or attend meetings
2. The Committee will follow Robert's Rules of Order and open meeting requirements
3. Minutes which have been approved by the Committee will be posted to the FPS website
4. Date/time/place of meetings will be posted on FPS website at least 10 days prior to the meeting
5. All meetings are open to the public
6. Voting membership will be open to any parent/guardian who has attended at least one meeting in the past 12 months
7. Any member may request an opportunity to provide input on each topic
8. The SEPAC will provide input and make recommendations on special education policy, programs, and practices to the district.
9. SEPAC members will act as liaisons to share comments and concerns with school leaders.
10. The SEPAC will work to ensure that membership reflects the linguistic, religious, racial, cultural and socio-economic diversity of the local school community and includes members from each preschool, elementary school, middle school, and high school.

Agenda

1. Introduction of SEPAC Members
2. Review of duties of officers
3. Nomination of officers
4. Election of officers
5. Appointment of officers
6. Discussion of next meeting date

Introduction of the SEPAC Committee Members

Each member of the SEPAC will introduce themselves including:

- Name
- Internal/External Stakeholder
- If Internal, state your position in the district

External Stakeholders

Kelly Ehli

Sarah Weisser

Siew Hoon Lim

Katy Barnum

Internal Stakeholders

1 High School Student Representative

- OPEN

1 Special Education Administrative Staff

- Shelby DiFonzo

1 Non-teaching school staff

- Carly Gaddie

2 Teachers

- Tammy Graber

- Kelli Bourke

2 Principals (one from each division)

- Jason Cresap

- Kirstin Hanson

Officers of the FPS SEPAC

Section A: Officers and Election of Officers

Officers of the FPS SEPAC shall be the Chairperson and Vice-chairperson. These positions will consist of 1 parent/community representative and 1 district representative. These officers will be elected annually by approved voting membership at time of election. Elections will be held at the first meeting that takes place after July 1 of the current year.

Officers of the FPS SEPAC are elected from the pool of qualified applicants and may hold office for up to 2 consecutive terms. Each term will be 2 calendar years in length (July 1 - June 30). If a new officer cannot be found, current officers can serve up to an additional year, if approved by the remaining officers.

If a vacancy in the Chairperson or Vice-Chairperson position occurs, a successor will be elected by the voting membership at the next regular meeting and that person shall serve the remainder of the term.

Duties of Officers

The Chairperson shall:

- Preside at all scheduled meetings of the council
- Coordinate meetings of the FPS SEPAC with the Director, Assistant Director, or Designee of FPS Special Education Department Administration
- Develop agendas in collaboration with Director, Assistant Director, or Designee of FPS Special Education Department Administration

The Co-chairperson shall:

- Serve in the absence of the Chairperson
- Assist with agenda development

Nominations of Officers

Chairperson

Vice Chairperson

Appointment of Officers

Chairperson

Vice Chairperson

Meeting timeline

There will be 4 (quarterly) FPS SEPAC meetings during the school year. Meetings will be held on the 3rd Tuesday of each month starting at 5:30 PM and will not exceed 2 hours in length. Meeting dates and agendas will be published on the FPS website and sent to parents of students who have disabilities via Blackboard or other electronic communication method. The Chairperson in collaboration with the Director or Assistant Director of Special Education will make every attempt to hold the first meeting before the last working day in October. Subsequent meetings will be scheduled at the end of each current meeting.

Thank you!

Are there topics you'd like discussed?

If you think of the topics after this meeting, please email either

Patty Cummings @ cumminp1@fargo.k12.nd.us

OR

Shelby DiFonzo @ difonzs@fargo.k12.nd.us