



# Valley Elementary School

135 Coburn Road, Tyngsborough, MA 01879 | Tel: (978) 528-7843 | [www.valleycollaborative.org](http://www.valleycollaborative.org)

## Parent Advisory Group (PAG) Meeting Minutes

**10/28/25, 12:00PM Via Zoom**

Contact Bryan Thomas ([bthomas@valleycollaborative.org](mailto:bthomas@valleycollaborative.org)) for a meeting link and more information.

### Meeting Minutes

- **Introductions & Welcome**
  - Welcomed five new PAG participants and three returning members.
- **Vision of PAG / Meeting Guidelines** (*see below*)
- **Overview of Past PAG Activities**
  - Upcoming Events for the 2025–2026 School Year
    - Trunk or Treat Event
      - Date: October 31, 2025
      - Sign-up forms were sent home.
      - Event will be moved indoors in case of rain.
    - Thanksgiving Event
      - An opportunity for families, students, & staff to connect & share a meal.
      - Event details will be sent home in the coming weeks.
    - Winter/Holiday Appreciation Event (Discussion)
      - PAG will support a cookie swap.
      - Date: To be determined.
      - Parent sign-ups will be available at the Thanksgiving event.
    - Looking Ahead: Teacher Appreciation Week
      - Dates: May 4–8, 2026
- **Discussion: PAG Fundraising**
  - Historically, fundraising has not been necessary.
  - Valley Collaborative provides for programmatic needs.
- **Overview of Special Education Rights and Laws**
  - <https://docs.google.com/presentation/d/1ECSr7ulyV9T29OoBO1UnirkZ3--9gVtYgIGi-Vz5icg/edit?usp=sharing>
- **Community Support Discussion**
  - Discussed ways to support families with food insecurity.
  - Explored the possibility of creating a PAG food pantry.
  - Bryan will meet with school principal & social workers to develop a support plan.
- **Next Meeting:** Will be scheduled via email.



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## Relevant Items and Resources from Past Meetings

- Review of Parent's Notice of Procedural Safeguards. <https://www.doe.mass.edu/sped/prb/>
  - Guidance on Parent Advisory Councils: <https://www.doe.mass.edu/sped/pac/>
  - Resources for parents
    - Massachusetts Association of Special Education Parent Advisory Council (MassPAC) <https://fcsn.org/masspac/>
    - Listing of SEPACs: Special Child Mass Website <https://www.spedchildmass.com/special-education-sepac-massachusetts/>
    - Federation for Children with SPecial Needs: Free Workshops: <https://fcsn.org/news/#calendar>
    - Training & Workshops for Parents & Families – Federation for Children with Special Needs: <https://fcsn.org/training-workshops-for-parents-families/>
- Recreation & Library Programs:
  - <https://beyondtops.com/>
  - [https://www.wilmingtonma.gov/sites/g/files/vyhlf5221/f/uploads/23\\_winter\\_-\\_youth\\_programs\\_update\\_0.pdf](https://www.wilmingtonma.gov/sites/g/files/vyhlf5221/f/uploads/23_winter_-_youth_programs_update_0.pdf)
  - Groton Bike Program <https://icanshine.org/ican-bike-groton-ma/>
  - Other towns may have similar programs. Parents can reach out to local libraries and recreation departments for information.

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## Parent Advisory Group mission statement:

The Valley Collaborative Parent Advisory Group works to support all children and parents with special needs in our community. We are committed to: Promoting a platform for discussion for parents to share information, discuss common concerning matters, and interests among the population of students; Communicate with local, state and national organizations that support parents and children with special needs; Meet with our administrators and appropriate Valley Collaborative personnel as needed, to participate in discussions regarding education, health and safety our students; Promote communication among our families in all of our programs; Provide informational and educational forums to parents, students, educators and all other professionals involved with children with special needs; Promote communication that encourages understanding, acceptance and inclusion of our students; Increase the involvement of parents of children with disabilities in district policy making and decision making; Recommend priorities to be addressed by the district in their annual and long term strategic plan.

## Parent Advisory Group – Meeting Guidelines:

Valley collaborative parent advisory group meetings will be conducted with an administrator and officers using the following procedure: Meeting calendar and individual agendas and schedules will be set with parent advisory group parents and the administrator. Parent advisory group academic year calendar will be posted on-line to the Valley Collaborative website and sent home to parents. Agenda for each meeting will be posted on Valley Collaborative website one week prior that includes, time, location and content of meeting.