MA Law and Regulation states:

…The parent advisory council shall establish by-laws regarding officers and operational procedures.

https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXII/Chapter71B/Section3

Takeaway:

Every SEPAC establishes their own set of rules – all local and all different.
What’s in Your SEPAC Toolbox?

• Mission Statement
• By-laws
• Description of Roles/Officers
• Communication Tools
• Meeting Logistics
• Membership List/Records
• Partnerships

Why do you exist?

Mission Statement

• Concise Statement of
• What you do, defining
• Goals and Values
• For Whom
• And Why
How will you operate?

By-Laws

• Written rules
• Framework for operation
• Define powers and duties
• Must be formally adopted
• Provide Stability

Takeaways:
Follow the rules.
Keep them simple.

Who does What?

Roles of Officers/Committee

• Clear definitions
• Leadership Team
• Committees
• Support Group Leaders
• Create jobs!

Takeaway:
Recruit people to do small tasks at first – get them involved.
How to Get the Word Out?

Communication Tools

- SEPAC Brochure
- Meeting Flyers
- Website
- Social Media – Facebook, Twitter
- District Tools
- Mainstream Media
- Other?

Takeaways:
SEPACs need to build their own contacts list.

How to Make the SEPAC Visible?

Meeting Logistics

- Establish regular meetings/calendar
- Follow Open Meeting Law - agendas
- Open invitation to all
- Meet Public Record requirements
- Welcome diverse families

Takeaways:
Have a plan.
Use people's time wisely.
### Who Can Belong?

**Membership List/Records**

- Open to all
- Voting Restrictions
- Creating Lists
- Confidentiality

**Takeaways:**
- Use school data to identify who is NOT at the table.
- Strive to be inclusive.

### Why Make Connections?

**Partnerships**

- Building Relationships
- Collaboration
- Opportunities
- Sharing Resources

**Takeaway:**
- There is strength in numbers.
- Different voices/Different Perspectives.
SEPAC Bylaws - Brockton Public Schools
https://www.bpsma.org›learning-teaching›sepac›sepac‐bylaws
SEPAC Bylaws. The Name of this self-governed organization shall be the Brockton Special Education Parent Advisory Council, also known as SEPSAC. The purpose of the Special Education Parent Advisory Council is to provide information and support to parents of children with disabilities.

Student Services / SEPAC Bylaws - Falmouth Public Schools
https://www.falmouth.k12.ma.us›Page
Nov 21, 2018 - Falmouth Special Education Parent Advisory Council (SEPAC) Bylaws. Article I: Name of Organization. The name of this self-governed...

[PDF] SEPAC Bylaws - Hanover Public Schools
https://www.hanoverschools.org›district›sepac›files›sepac‐bylaws
BY LAWS. Article I. Hanover Special Education Parent Advisory Council. The Hanover SEPAC is formed pursuant to the provisions of Section 3 of Chapter 71B...

By‐Laws | Concord Public/Concord-Carlisle Regional
https://concordsepac.org›about-sepac›by-laws
Parents/guardians of children receiving Special Education services may opt into the SEPAC’s direct mailing list by contacting the SEPAC at concordsepac@gmail.

[PDF] By‐laws for Marlborough Special Education Parent Advisory Council (M-SEPAC)
https://www.mps-edu.org›lib›Centrty›Domain›SEPAC
By‐laws
By‐laws for Marlborough Special Education Parent Advisory Council (M-SEPAC) Article I: Name and Type of Organization. The name of this organization shall...

Mission Statement and By Laws — LSRHS SEPAC
http://www.lssepac.org ›new-page
Catherine Piccicco, Co-Chair. The Lincoln-Sudbury Special Education Parent Advisory Council (LS SEPAC) is...

Medfield SEPAC - Bylaws. - Google Sites
https://sites.google.com ›mail.medfield.k12.ma.us ›sepac ›bylaws
MEDFIELD SEPAC By‐Laws. Please click to view the Medfield Special Education Parent Advisory Council (SEPAC) Bylaws, as adopted on May 15, 2018.

Wachusett SEPAC - ByLaws - Google Sites
https://sites.google.com ›wrsd.net ›sepac ›about-us ›bylaws
The name of this organization shall be the Wachusett Regional School District Special Education Parent Advisory Council, also known as WRSD SEPAC.

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Providing information, training, and networking opportunities to SEPACs and the professionals who collaborate with them.

- Phone/Email/On-site Support
- Statewide Listserv/Facebook Group
- Leadership Training
- Website/Fact Sheets
- Online Presentations/Webinars
- Networking Meetings
- APPLE Institute