



## **Roles and Responsibilities of a WCPAC Representative 2022-23**

Primary WCPAC Member roles and responsibilities include:

- Familiarize yourself with your school district structure and policies
- Gain and maintain a good working knowledge of special education law
- Help set priorities for improving services
- Focus on system change rather than individual children
- Assist your district in identifying problems and recommending solutions
- Help your district effectively incorporate family involvement and participation
- Help to build community awareness of special education
- Work collaboratively with other WCPAC members
- Listen to gain information
- Share knowledge and skills
- Ask questions
- Participate in discussions
- Participate in developing priorities
- Attend meetings regularly
- Contribute perspective and expertise
- Voice agreement or disagreement when the group seeks consensus

Additional roles and responsibilities may include:

- Serve on the WCPAC Executive Board
- Serve on a WC PAC subcommittee(s)
- Assist in identifying and mentoring new members
- Contribute personal skills to PAC activities, such as writing, organizing, photographing
- Represent your school district by:
  - Talking to other families in your district regularly
  - Make your phone number or e-mail available to parents in your district
  - Listen carefully to understand their service needs and ideas
  - Repeat what you hear them saying to make sure you understood
  - Listen for gaps in services to take back to the PAC
  - Find a method of reporting PAC information back to the families in your district