



## Parent Advisory Committees

The *Michigan Administrative Rules for Special Education* (MARSE) requires each intermediate school district (ISD) establish a Parent Advisory Committee (PAC). A PAC is made up of parents of children with disabilities. Each local school district within the ISD has at least one parent as a member. The PAC gives advice and feedback on how the ISD provides special education programs and services. PACs are able to have a positive impact on special education programs and policies.

## PAC Activities

PACs are involved in several activities which may include the following:

- Take part in reviewing the ISD Plan. The ISD Plan documents how special education programs and services are provided within the ISD and each of its local school districts.
- Review and advise on requests from districts for temporary deviation from a specific rule in the *Michigan Administrative Rules for Special Education* (MARSE). The Michigan Department of Education Office of Special Education may grant a district a deviation under special circumstances for a period not to extend beyond the current school year.
- Stay knowledgeable about changes and topics in special education and give input on special education issues.
- Serve as a source of information for other families.
- Invite guest speakers and share other resources from statewide agencies and programs to help educate and inform parents.
- Be a voice for parents locally.

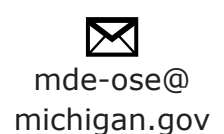
### Get Involved

**Anyone can attend a meeting. Find out when your PAC meets and learn what is happening in your ISD. Or join the PAC as a voting member and have your voice heard.**

**To learn more or get involved, contact your ISD. To find your ISD, ask your local school district or view the**

**[Map of Michigan School Districts and Intermediate School Districts.](#)**

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*Family Matters fact sheets are intended to enhance public understanding of Michigan's special education system and are not a substitute for official laws and regulations.*



## The ISD's Role for PACs

The *Michigan Administrative Rules for Special Education* (MARSE) requires each ISD establish a PAC and appoint members. The ISD ensures the committee is made up of parents of children with different disabilities. The ISD also commits staff and resources to assist the committee.

Some local school districts may also establish parent advisory committees. However, such PACs are not required and are not granted any rights or authority by state legislation or rules.

## Additional Activities of PACs

PACs may choose to do the following:

- Have written rules about the structure of the PAC including officers, meeting times, notice of meeting times, voting procedures, terms of office, and other related matters.
- Have a mission statement to define what is most important to the group.
- Have by-laws that define policies and procedures.
- Create and post an agenda of PAC meetings for those involved and others who might be interested in attending meetings.
- Create a budget for the PAC and a plan for spending.
- Have a way to communicate with parents in the ISD (e.g., through email, social media, local district special education programs, web sites, and other sources).

## Resources



[Michigan Alliance for Families: Parent Advisory Committee](#)

- [Michigan Administrative Rules for Special Education \(MARSE\)](#)
- [Map of Michigan School Districts and Intermediate School Districts](#)
- [CPIR: Guide to Special Education Parent Advisory Councils](#)