Concord and CCHS SEPAC Business Meeting Minutes
January 5, 2017

Attendance
Mary Tambor, Co-president
Becky Robichaud, Co-president
Tali Ditman, Communications
Helen McKinlay, Liaison
Anne Kilroy, Membership
Shaina Brito, Events
Joanne Jensen, Secretary
Donna Roman, Publicity
Wally Johnston, School Committee

Action Items
● Joanne will send approved November meeting minutes to Town Clerk
● Mary will find out the release date for the DESE report
● Joanne will speak to Tali about timing for Excellence Awards committee meeting.
● Becky will send Basic Rights announcement to Leslie Leslie for MassPAC.
● Donna will send Jessica the Basic Rights announcement for school bulletins.
● Anne will send Basic Rights announcement to Maribeth for preschool publicity.
● Shaina will upload Basic Rights handouts to Dropbox for those registered.
● Mary will speak to liaisons about attending upcoming CCHS and CMS events.
● Mary will ask Jessica to ask principals if SEPAC can attend CMS and elementary school advisory committee meetings.
● Donna will send a draft copy of the Concord Journal article to Mary and Becky.

1. Meeting opened at 9:30am.

2. November meeting minutes approved. Joanne will send to Town Clerk and website.

3. No correspondence to share

4. No public comments

5. New Items
   a. School Committee update with Wally Johnston:
      Discussion focused on FY17 supplemental appropriation request, proposed late school start time at CCHS, foreign language at an elementary school level and FY18 CPS and CCRSD budgets.
b. CCHS bell schedule:
Teachers voting this week on proposed bell schedule. Teachers would like more collaboration time. Students and many parents opposed. Voting results announced during meeting - schedule rejected.

c. DESE program review of Concord and CC Regional Special Education program - Partial review is completed. SEPAC representatives, Becky and Mary met with DESE team as part of the review process. Report will be released soon. Mary will find out the release date.

6. Chair reports

a. Communications: Tali is assembling a committee to work on SEPAC Excellence awards. Teachers and staff can be nominated for an award. Joanne will speak to Tali about timing for the first meeting. SEPAC newsletter is now bimonthly.

b. Events: Basic Rights presentation set for Jan. 26 at CCHS Learning Commons. Shaina will upload handouts to Dropbox for those registered. Out-of-district coffee scheduled for Jan. 29 at Saltbox Kitchen. Shaina spoke to Nadine Gaab from Cognitive Neuroscience Lab at Boston Children's Hospital about giving a talk on reading. Timing and dates are being discussed. Once finalized Shaina will contact Jessica regarding a potential staff presentation and speaker expenses. Shaina will copy Mary and Becky on the request.

c. Co-Presidents: Mary and Becky are looking for new leadership for next year. They would like someone to shadow them for the remainder of the year to learn the role. Donna is interested but wants to share the position. Joanne suggested creating a detailed job description to show interested members. Accept the Challenge will happen in the spring. Jessica is piloting the First Responder information sheet before unveiling it. It still needs approval by the police chief. There is an opportunity for SEPAC to have a presence at upcoming school events. Mary will speak to liaisons about attending CCHS and CMS events. Mary and Becky will attend a Carlisle event. SEPAC will ask if high school liaison can attend CCHS advisory committee meetings. Mary will ask Jessica to ask principals if SEPAC can attend CMS and elementary school advisory committee meetings. Becky met with Lexington SEPAC to discuss their group and explain how the Concord PAC works. CASE Collaborative searching for a new executive director. Hope to have someone appointed by March 2017.
d. Technology: Shaina and Becky discussed Dropbox as an option for uploading event presentations. Becky updated SEPAC google profile. Tali and Becky are researching different option to email the bimonthly newsletter.

e. Publicity: Donna is working on an article for the Concord Journal and will include information on the Basic Rights presentation and first responders sheet. She will send a draft copy to Mary and Becky. Basic Rights flyers are posted around town and will be sent to Jessica for school bulletins. Becky will send announcement to Leslie Leslie for MassPAC. Anne will send notice to Maribeth for preschool publicity.


Meeting adjourned 11:28am