

Concord Public and Concord-Carlisle Regional SEPAC Open Meeting Minutes – June 3, 2015

Board Members in attendance:

Aiyana Currie, SEPAC Technology Coordinator
Joanne Jensen, SEPAC Events Coordinator
Tali Ditman, SEPAC Membership Coordinator
Jordan Parker, SEPAC Secretary
Erin Pasternak, SEPAC Publicity
Rebecca Robichaud, SEPAC Co-President
Mary Tambor, SEPAC Co-President

1. Open Meeting: Mary opened the meeting at 9:30AM and introduced the agenda. There were no attendees other than board members.
2. Reviewed and approved May minutes
3. Chair reports or updates
 - A. Playscape event
 - i. Board members are asking about potential volunteers for the playscape event
 - ii. Journal is sending a photographer and reporter to the event. Will get flyers put up in high school
 - iii. Advertising across the community
4. Correspondence
 - A. Parent from Manchester by the Sea is just starting out and has been following the Concord and CCHS SEPAC website for best practices. They had questions on the nomination and election process. Becky referred the parent to the DOE and the Open Meeting laws on the appropriate processes.
 - B. Joanne shared a business card from the Cohasset SEPAC and mentioned that their TEAM meetings all include a notetaker to document the meetings for parents and the school district
5. New items for discussion
 - A. 2015-2016 School Year Event Calendar
 - i. Voted unanimously in favor
 - a. Desire to put the November event as early as possible in the month
 - b. Refined the September social name to be a coffee
 - c. Board will continue to figure out the right locations that are inviting/not sterile (Harvey wheeler, etc.)
 - B. 2015-2016 School Year Board Meeting Calendar
 - C. Documentation of the SEPAC goals over the upcoming year and next 5 years
 - i. Voted unanimously in favor of the 6 key goals for 2015-2016.
 - ii. Voted unanimously in favor of the 5 key goals for the next five years.

- a. Added a note on the first goal to ensure the community awareness for special education is beyond just the highest need students

D. Roles

- i. Voted Unanimously in favor of Becky and Mary being Co-Presidents for 2015-2016
- ii. Voted Unanimously in favor of Aiyana being treasurer and fundraiser for 2015-2016
- iii. Voted Unanimously in favor of Erin being publicity and taking over the website updating responsibilities for 2015-2016
- iv. Voted Unanimously in favor of Joanne being events coordinator for 2015-2016
- v. Voted Unanimously in favor of Jordan being secretary for 2015-2016
- vi. Voted Unanimously in favor of Tali being membership coordinator for 2015-2016
- vii. Generally noted that that all the board members have a variety of changing commitments in 2015-2016 that may affect their ability to serve on roles or the timing of the meetings. Will need to evaluate over the summer a people's schedules are sorted.

- E. Voted Unanimously in favor of the 2nd Wednesday of every month being the board meeting day for 2015-2016 (July and August off)

- i. Given schedule issues will evaluate over the summer timing and other meetings

6. No public comments

7. Action items

- A. Aiyana to teach Erin and Jordan how to post to website for Newsletter and Agenda/Minutes
- B. Board members to get names of volunteers to Joanne as well as confirm attendance at Playscape event
- C. Will add a "Did you know" section to the newsletters for next year (example of afterschool eligibility for students enrolled out of district for school)
- D. Becky encouraged everyone to get the word out regarding the move from MCAS to PARCC. Asking parent views. Will be posted on twitter and website.

8. Meeting adjourned at 11 AM