

Concord Public Schools  
and  
Concord-Carlisle Regional School District  
Special Education Parent Advisory Council (SEPAC) Minutes  
Thursday January 28, 2021  
9:30-11:00am  
Minutes  
[www.concordsepac.org](http://www.concordsepac.org) [concordsepac@gmail.com](mailto:concordsepac@gmail.com)

Concord -Carlisle SEPAC is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting:

<https://concordps.zoom.us/j/96045827608?pwd=dWpNeG9mWFdIOGdObXpNRnFvaWVhUT09>

Meeting ID: 960 4582 7608

Passcode: 461621

1. Open Meeting and Attendance (5min)
  - “In accordance with Governor Baker’s executive order permitting virtual meetings during the COVID pandemic, the Concord and Concord-Carlisle Special Education Parent Advisory Council (SEPAC) is conducting this meeting today, January 28, 2021 at 9:30am eastern on the Zoom platform and in accordance with the Town’s Policy Directive and Guidelines issued on April 1, 2020 and amended on May 7. I ask that all SEPAC committee members, town staff, and presenters activate their video and mute their microphone unless they have something to say or are participating in committee dialogue. All committee votes will be taken via roll call. We will start with an attendance roll call. I will announce your name, please reply. For members of the public, please unmute yourself when I’ve opened the meeting to public comment.”
  - Board Roll call
2. Approval of minutes from 1/30/20 special board meeting (not previously approved in error due to COVID-19 meeting cancellation) and 11/19/2020 Board Meeting (5min)  
There was a unanimous vote to approve the minutes.
3. Concord Middle School Education Plan update by Dr. Laurie Hunter
  - Sarah Nichol asked for a link to the slide deck to be included here.
  - Dr. Hunter presented a slide deck to the SEPAC Board and attendees.
  - Pat Nelson is a CMSBC co-chair. She is excited to meet with Valerie Fletcher at the IHCD to talk about accessibility and inclusion.
  - After the slide deck, Dr. Hunter opened it up to the SEPAC board and all attendees to offer suggestions and ask questions.
  - Someone asked, how will the building be flexible for new educational developments in the future?
  - Dr. Hunter described that the new CMS building will have 18 “pull-over” rooms for small group meetings, workshop spaces. Each pod is near/off a team common area. This allows students to spread out. The hope is to design the school in a flexible way. While we’re moving toward inclusion, we don’t want to

lose targeted work with students with IEPs. CC district is trying to modify the curriculum to include students with IEPs. We do have a long way to go.

- Parent is glad about what is happening currently. She would like to hear about what is happening in the outdoor spaces. What are the auditory protections you are offering students with sensory needs? Dr. Hunter offered that the standards are very different in 2021 than they used to be. There is a design team of architects and the IHCD will discuss this. Outdoor spaces are coming to the forefront with Covid, so we're focusing on appealing outdoor learning spaces. This is being factored into the site location as well.
- Parent asked about the theater department. Do performing arts really have a good place without an internal teacher that is running the program? Dr. Hunter said that it is being represented by a group of music parents and teachers.
- Parent asked about the cohort model. Dr. Hunter suggested that each team will have a special educator on it, if not more.
- The district heard a lot from you (SEPAC) over the past 2 years, and we've kept that input in mind.
- Dr. Hunter went through the timeline: We're in the thick of the input process while the design team is meeting all the needs and keeping within the budget. They'll have a full report by May. Then, the schematic design will start. There will need to be a special town meeting in the fall. Stay engaged in this process. There is at least 1 Zoom meeting a week.
- Dr. Hunter said that the current timeline shows that in the fall of 2025 the building will be ready for use. We're slowing down to really get all the input that people might have. They've been meeting with many different groups.
- On March 11th at 5 p.m. is a meeting with the Commission on Disabilities-Helen will include info about this in the newsletters and on the website.
- Parent asked how best for the SEPAC to support this work and be involved in the process with the CMSBC? Dr. Hunter suggested that the SEPAC create liaisons for each sub-committee. The Liaison can check agendas and attend CMSBC and report back to the board. Shaina offered that anyone on the call who would like to be a liaison can reach out to SEPAC. Tracey Marano offered to be the rep at these meetings for SEPAC. Becky will post on FB to see if another parent would like to join her in that role.

#### 4. Committee Updates (10 min)

- PTG Co-Presidents Meetings - tabled until Feb meeting
- SC Meetings - tabled until Feb meeting
- Appreciation Awards Committee Tracey, Becky, Stephanie, & Karen. Becky presented this:
  - i. They want to have an outdoor appreciation awards presentation.
  - ii. May 6th (rain date May 11th) with student speakers
  - iii. This will be a lot like the school committee appreciation awards presentation.

- iv. If this doesn't work, we'd like to do a Zoom via 5/12 with a student presentation. We'd have the principals distribute awards to each teacher.
  - v. We hope to find a way to let families know that it doesn't have to only be academic nominations that it can be a coach or club advisor or bus driver. Any employee of CPS or CCHS. We also hope to encourage students to do the nominating instead of parents.
  - vi. The proposal was submitted before the meeting to Ruth Grube and Dr. Laurie Hunter. They are awaiting a response.
5. [Goals & Objectives for 2020-2021](#) (TBD)
- Review & finalize goals and action plan for board priorities
    - i. We'll do a needs assessment in May as a parent coffee.
  - Review & finalize updated SEPAC Mission Statement
    - i. The board voted unanimously to approve the mission statement
6. Chair updates
- Secretary (5 min)
    - i. Feb 25th, March 25th & April 29th meeting minutes: If these meetings take place in the evenings I will need someone to take notes for me until I can join the meetings at 7:30. During our last meeting, we talked about moving the meeting times to 9:30 a.m. Do we want to hold our Feb., March, April and June meetings at 9:30 a.m.?
      - 1. We'll hold meetings in Feb at 7 pm, March 28th at 9:30am, April at 7 pm and June at 9:30am. Becky will take notes at Feb. and April meetings from 7-7:30.
    - ii. Update on zoom scheduling and posting/distribution for agenda and minutes: Erin Higgins, at the CC District's office offered the CC District's zoom account for our board meetings. We send the agenda to both towns 2 days prior to our board meetings. We send the approved minutes to both towns and Ellen at the CC District office.
      - 1. Sarah will ask Erin Higgins to let the board into the Zoom meeting a few minutes early.
  - Co-President (10 min)
    - i. Federation's Visions of Community Conference- March 6th. Becky is interested in attending with MassPac plus membership attendance benefit. Sarah Bettencourt will go if Becky cannot. A school staff member can also attend with this benefit. Information has been provided to Ruth Grube.
    - ii. Feedback on daytime meeting and possible repeat in March- yes, we'll meet at 9:30 a.m. in March.
    - iii. Recruitment/shadow- There was a parent who was interested in the co-president role, but won't be able to take on that role after all.
    - iv. Update from meetings with Director of Student Services Ruth Grube

1. Tiered focused monitoring is underway right now. SEPAC board members will meet with them on March 22nd pending further information from Ruth Grube.
- v. Upcoming board meetings
  1. Update on CMS Education Plan by Superintendent Dr. Laurie Hunter 2/25- Update took place during this meeting instead. Limited agenda items for February meeting, we'll try to keep it to 1 hour.
  2. Budget based meeting TBD
- Events (10 min)
  - i. Feedback on parent coffee- There was a good turnout at the last one. We can alternate times to get more attendance.
  - ii. Basic Rights in Special Education- This info went to the HS and Elementary school bulletins. Feb 3 at 7pm
  - iii. L-S Rescheduled the Transition Planning Workshop. Tracey will reach out to them.
  - iv. Spring events- We're working on the spring awards. Tracey is running for school committee uncontested, so she may need to resign from this board.
    1. We may try to have a workshop about dyslexia.
- Technology (5 min) Becky will be signing off in the summer so the SEPAC will need to find another Technology chair then.
  - i. New website and traffic went up.
  - ii. January Newsletter has a new format. We include links to articles instead of including the articles in full.
- Membership (10min) Sarah Bettencourt
  - i. Liaison updates- We need SEPAC liaisons for language based classrooms at Willard. She will reach out to the liaison in the ILP at Thoreau.
- Publicity (5min) Helen McKinlay- We want to be involved in the disability committee meeting (advising CMSBC) on March 11th. We will make sure the public is notified.
7. Public comments (5min)- none
8. Close Meeting at 11:15 a.m.

Attendance:

Larue Hunter, Superintendent  
Ruth Grube, Director of Student Services  
Pat Nelson, CMS Building Committee Co-chair  
Shaina Britto, co-president  
Tracey Marano, Events  
Becky Robichaud, Technology  
Sarah Bettencourt, Membership  
Helen McKinlay, Publicity

Sarah Nichol, secretary

Fatima Mezdad, school committee member

Bettina Stevens

Jen Movitz

Kelli O

Melissa M

Alexa Anderson, school committee member and CPS SEPAC representative

Katie's iPad

Martina Ladd

Alison Ruch

Terri Bono

Janet M. Stuart

Shelly Karlin

#### Upcoming Remote Meetings:

- Basic Rights in Special Education Workshop 2/3/21 7pm
- 2/25/2021 (Board Meeting) 7 p.m.
- 3/25/2021 (Board Meeting) 9:30 a.m.
- 4/29/2021 (Board Meeting) 7 p.m.
- 6/10/2021 (Board Meeting) 9:30 a.m.(?)