

Oct 24, 2017

Chelmsford, MA SEPAC Meeting Minutes; recorded and submitted by Laura Miller  
CHS Library  
6:30 PM

Board members present: Interim Co-Chairs Jen Bartleman and Donna Newcomb, Interim Recording Secretary Laura Miller  
Superintendent of Schools, Dr. Jay Lang  
School Committee liaison, Dennis King  
Director Student Services; Amy Reese  
Approximately 20 other people in attendance; sign in sheet to be filed

Meeting called to order by Donna Newcomb @ 6:34 PM

Approval of September 26, 2017 Minutes  
Donna motioned to accept the minutes  
Seconded by Ali Barnes  
Approved by majority vote

Dr. Jay Lang: SEPAC Overview; Document handed out will be filed with minutes

- \*School Committee is responsible for establishing and supporting the SEPAC
- \*Open to any parent of a child with a disability and other interested parties
- \*Duties:
  - Advise the School Committee
  - Meet with school officials regarding special education
  - Conduct at least one Basic Rights workshop
- \*Create by-laws
- \*Subject to Open Meeting Law
  - Post public agendas
  - Keep meeting notes
- \*DESE Document: Key Components for Operating an Effective SEPAC (handed out)
- \*Collaborate with School Committee and District (Director, Superintendent, SC, PTO, etc.)

Dennis King introduced himself and talked about his perspective on how a SEPAC is helpful.

Donna Newcomb asked Amy Reese, Jay Lang and Dennis King to leave the meeting, so we can talk freely about what we want from a SEPAC, what are any parent concerns and possible solutions:

- \*In-District programs
- \*What is i-Ready program? IEP accommodation would follow across all testing
- \*Results of Standard Tests? Evaluation process, apply goals and strategies
- \*Better communication with parents regarding testing
- \*SEPAC Group: what can we do to make this a successful group?
- \*Parent Support Group vs SEPAC
- \*SEPAC FB page: Debate, discussion is subject to Open Meeting Laws.
- \*Who will monitor the SEPAC FB page, answer questions, etc.

\*There will be a SEPAC page on the Chelmsford Public Schools website for those not on FB, and it should be listed as a parent organization

\*New SEPAC e-mail address [SEPAC@Chelmsford.k12.ma.us](mailto:SEPAC@Chelmsford.k12.ma.us) is for general questions or comments, not personal information

\*Who has access? Jen, Donna and Laura (current board members)

\*SEPAC FB page may have to become public due to Open Meeting Laws

\*The elected board will make those decisions

Donna discussed the nomination committee: Goal is to have elections at the January meeting

Position in place from February 2018 – May/June 2019

Anyone who is nominated must be on the ballot

Nominations will be open on November 1<sup>st</sup>, closed on November 28<sup>th</sup>.

Current positions to fill: President, VP, Secretary & Treasurer

Ali Barnes motioned to vote on the above:

Seconded by: John Salmon

Motion passed by majority vote

Out-of-District parents; how can they be reached or better communicated with?

School Liaison guidelines were discussed.

Flowchart – who to contact when a parent has a concern.

Survey Results:

\*\*\*\* I was on a phone call here. What did I miss regarding survey results?\*\*\*

SEPAC wants guest speakers: Jen suggested various speakers to present info on specific/different special needs challenges. Are people interested in this? Yes. Is SEPAC willing to sponsor?

John Salmon made a motion to sponsor the above workshop and invite surrounding towns on (what topic)?

Motion Seconded

Motion carried by majority vote

Open Forum Questions & Discussions:

Results of CPR? Donna will ask Amy Reese about disseminating the information.

Ali asked about APPLE training. Only 6 districts can attend. What is the timeline to be able to go? Director of Spec. Ed., any elected board members and parents are encouraged to go.

John Salmon motioned to adjourn meeting.

Seconded by several people.

Motion passed by majority vote.

Meeting adjourned at ??