

SEPAC Meeting

27 FEBRUARY 2019 /8:45AM-10:15AM / COMMUNITY ROOM ROBBINS BUILDING

Attendees

WILL VERBITS, DIRECTOR OF STUDENT SERVICES, CPS

KATE MAZZOLA, CO-CHAIR SEPAC

MEREDITH BIELECKI, PUBLICITY

MELISSA SUDERMAN, TREASURER

ATARA KORIK, SECRETARY

Agenda

Last Meeting Follow-up

1. Minutes of January 23, 2019 were reviewed and approved at 9:31am. Kate Mazzola made the motion to approve, Melissa Suderman 2nd the motion.
2. All SEPAC Board members were sworn in by the Carlisle Clerk.
3. By-laws and role descriptions reviewed, approved and updated by SEPAC board members.
4. Board discussed and decided that membership for Federation for Children with Special Needs will be renewed next year.

New Business

1. Agenda for school psychologist presentation.
2. Publicity: new email address, brochure and marketing material, new FB page, school website.
3. Edit roles of SEPAC board member positions.
4. Ideas on how to grow Middle School representation.

MEETING MINUTES

1. Board reviewed positions.

- Publicity, Treasurer and Secretary positions did not need editing. Co-chair positions need to be edited.
- Reviewed that board members needed to complete Certificate of Receipt of Open Meeting Law Materials.
- Term of Board is till the end of August.
- Atara agreed to take the minutes and send a draft to Will Verbits.

- Will read an announcement from an email sent by Carol from the Concord Carlisle SEPAC

2. Meredith updated the board on marketing and publicity.

- She received access to the old SEPAC emails. We discussed the need for a new email address and to compile a new email list.
- A new FB page has been set up.
- FB page can not be commented on.
- The board also discussed the need to be included on Dennett and Matt's weekly.
- The board discussed the need to have a link on the school website. The school website needs to be updated with new FB and social media information.
- Angela has information on brochures and marketing.

3. Membership

- A parent had a question about who can attend meetings and who can be a member. Will Verbits stated that these are public meetings meaning all are welcome and anyone can be a member.
- Question was raised about how and where to direct parents in need of support? Will Verbits responded by stating meetings have an adjective and are about bigger picture items such as parents rights, rights to education, different roles of administrators. How to contact an advocate if needed. Parents in need can be directed in where to find this information.
- The board members discussed the need for Middle School parent representation. What would middle school parents want to see from the SEPAC?
- Board members and parents suggested different ideas on how to expand membership. A parent had an idea to send out notices of different workshops and conferences from local SEPACS. We could reach out to Board members from other School Districts.
- A parent suggested we should speak to other SEPAC boards about what issues they encounter.

4. Psychologist Presentation

- Katie Rupprecht will be organizing a presentation to be given at the next SEPAC meeting.
- Parents made inquiries on what they may be presenting on and what have they presented on in the past?

Meeting was adjourned at 10:35am

Action Items

1. Board will hold elections for a new term, September 2019.

2. Co-Chairs will review and revise their positions.
3. SEPAC will pursue Federation membership for the 2019-2020 school year.
4. Board members will make sure their Certificate of Receipt of Open Meeting Law Materials have been completed.
5. Meredith will reach out the Concord SEPAC to see how they run their FB page. She will also look into finding a new email address.
6. Meredith will send the publication to Will Verbits who will reach out to Dennett and Matt about being included in the blast.
7. Will Verbits will have school website update.
8. Review ideas on membership expansion.
9. Angela will review marketing and brochures.
10. Kate will reach out to Katie about the presentation length and possible topics. She will also confirm that we are still on for March the 20th.
11. Meredith will publicize the psychologist presentation.

Next Meeting Agenda

Our first event!