SEPAC meeting minutes:

Members in attendance:

Roopam Garg- President
Stephanie Bustillos- Vice President
Kristen Hagerty- Membership Chair
Lindsay Wolf- Publicity Chair
Ashley Cook Healy- Communications Chair
Liz Sowden- Technology Chair
Kathryn Astrofsky- Board member at large
Amanda Curran- Board member at large

President VP roles were discussed and aside from monthly meetings with administration (third Tuesday of the month) these roles are ultimately responsible for a smooth and engaging year.

Secretary is responsible for sending meeting minutes as well as sending meeting invites for coffees and other events.

Membership Chair is responsible for attending PTG leadership meetings; finding volunteers for back to school nights and identifying school liaisons.

Communications Chair is responsible for awards; awards outreach and newsletter

Events Chair is responsible for event planning (setting coffee dates, works closely with technology and communications chair so events are accurately and timely posted to all social media channels and reflected on SEPAC website).

Publicity Chair is responsible for sending newsletter to PTGs; posting meeting minutes and events (including links) on social media.

Technology Chair is responsible for updating SEPAC website; simplifying its navigation as well as adding current and relevant information.

At large board members' responsibilities include expanding advocacy work; helping with large projects such as awards and other events.

A subcommittee was suggested consisting of Liz, Ashley and Krys to coordinate flow of information.

Priorities for the year suggestions: (not in a particular order)

1) Spread information for incoming and current families
2) Website becoming a source of information for families (suggested FAQ page with common terminology that may be new for incoming special education families)

3) Try to move the needle toward the Advisory/advocacy part of our name.
4) Attend more school committee meetings; invite school committee members to our coffees.
5) Help transform SEPAC to the first point of contact for all families and help them navigate their education journey into special education
6) Discuss further about AI/internet access and technology- how impactful it will be for special education students, particularly those in need of enhanced/augmented technologies for their educational success.

Suggested top 3 priorities/goals for the year (some of these will be on-going).

1. Open & Accessible Communication (Transparency & Website)

Launch an updated website hub with centralized resources, guides, and meeting archives.
Post regular meeting agendas and minutes promptly following each session.

2. Active Engagement & Community Building (Participation, Outreach & Regional Partnerships)

Host a seasonal lineup of workshops, coffee chats, and family events.
Connect with neighboring SEPACs to share best practices and co-host regional sessions.

3. Empowerment, Advocacy & Leadership Visibility (Education & School Committee Engagement)

Provide educational programming to help families navigate special education.
Engage directly with the School Committee through regular updates to share the real, day-to-day experiences and challenges of our families.

Action items:

- Kristen ask Erin for information regarding dates for back to school nights
- Organize back to school nights with SEPAC present
- Stephanie ask Angel to print updated flyers for back to school nights and other events
- Play date was successful last year- set up another play date- lead and date TBD
- Stephanie email Dr. Hunter and Angel and ask for potential extra time for board members and parents to hop on after SEPAC meetings without admin present
- Discuss the possibility of holding a quarterly meeting for board members only
- Communicate with Carlisle (Amanda) to invite them back to coffees and have free flow of information between boards
- Stephanie to reach out to METCO again to find if anyone from METCO is interested in joining the SEPAC board
- Roo will keep communicating with school committee members to extend invitations to our coffees
- Start thinking about our first event: suggestions: strategies for parents (reach out to Angel

- Stephanie (and others- TBD) will reach out Lexington SEPAC to increase flow of information and pull resources for events
- Reach out to local SEPACS for pulling of resources (TBD).