



**WOBURN SPECIAL EDUCATION
PARENT ADVISORY COUNCIL**
THE HEART AT WORK.....

Woburn SEPAC

Meeting Minutes

September 29, 2025: 6:30-8:00 p.m.

Woburn Public Library Program Room

School Committee Members present: James E. Austin, Jessie Wetzel

WPS administration present: Maureen Ryan (until approximately 6:50 PM)

Meeting led by: Adam Chapman (AC), President; Alex Tisdell (AT), Vice President; John Wetzel (JW), Treasurer; Maura Petty (MP), Secretary

Agenda

- 1) Call to Order (AC, 6:35 p.m.)
- 2) Introduction/who we are (AC)
 - a. Explanation of SEPAC mission
 - b. New board member intro
- 3) Open Forum - welcoming members and staff (AC)
- 4) Vote on the updated SEPAC Bylaws (AC) (JW)
 - a. Copies provided to all in attendance
 - b. Explanation: Bylaws are the governing rules of the SEPAC
 - c. Revised by the newly elected board over the summer
 - d. 8 voting members present
 - e. Revision passes unanimously
- 5) Assistant Superintendent Dr. Maureen Ryan briefly introduced herself and pledged continued collaboration with the SEPAC. Encouraged all attendees to reach out to her with any questions and concerns they may have. She excused herself from the meeting before 7:00 PM due to a prior engagement.
- 6) Friends of SEPAC presentation (JW)
 - a. A separate entity that helps the main council achieve its mission. It has its own board & bylaws.
 - b. Typically a non-profit organization established to provide financial and volunteer support

- c. Functions: Fundraising, funding workshops and speakers, providing resources, awarding scholarships, covering operational costs
- d. Can work towards establishing a consistent flow of funds for events, sped ed specific classroom materials and equipment, and teacher enrichment.
- e. The current SEPAC board would lead the Friends of SEPAC to start.

7) Preview of our 2025-26 year (AC)

- a. October 15th @ 6:30 (in-person). School Committee Candidate Forum.
Location: WMHS
 - Open to all candidates and incumbents
- b. October 26th SEPAC Zone at Halloween Parade (further notes in group discussion section below)
- c. October 27th @ 6:30 PM (Virtual)
 - MASSPAC virtual presentation: Basic Rights: Evaluation & Eligibility
 - Co-lead by Jacob Chapman (AC's son) to offer his personal experience from being a part of his own IEP process
- d. November 19th @ 6:30 PM (In person). Location: WPL
 - Discussion with WPS administration
- e. December - no formal meeting
 - Family drop-in event location TBD (further notes in group discussion section below)
- f. January 21st @ 6:30 PM (Virtual) TBD presenter
- g. February 26th @ 6:30 (in-person). Location: WPL. TBD presenter
- h. March 25th @ 6:30 PM (in-person). Location WMHS
 - 20th annual college and transition fair
- i. April 28th @ 6:30 PM (in-person). Location TBD
 - SEPAC Board Nominations
- j. May 28th @ 6:30 (in-person). Location TBD
 - SEPAC Board Elections for 2026-27
- k. June - no formal meeting. End of year event TBD

8) Open Discussion

- a. Feedback on Halloween Parade SEPAC section (JW)
 - Location should take into consideration the potential for sensory overload/physical abilities and offer the ability to quickly exit (maybe a space towards the end of the parade route?)
 - Suggestions: (would need to be vetted)
 - St. Charles - 1st floor classrooms along the parade route
 - Boys & Girls Club
 - Businesses on Main near Mishuwam
 - Potential City Hall HC parking reserved as "SEPAC spaces"
 - Bill & Bobs
 - Brick Yard downstairs function room
 - Live Stream the parade from another location (Spence Farm?)

- b. Tree Lighting SEPAC “chill” zone OR informal December drop-in

TREE LIGHT

- Provide a quiet space to “regroup” during the tree lighting - the challenge is that the library closes at 5:30
- Suggestions: (need to be vetted)
 - Moose Club
 - Brickyard
 - Northern Bank. Woburn Disability Commission is already working with them to reserve HC spots. Could their lobby be used as a space?
 - Possible volunteer to play Santa and come to the “chill zone” for pictures

DROP-IN

- Provide an informal drop-in between Christmas & New Year’s for families - library program room?
- Suggestions:
 - Have HS kids volunteer for “YES” hours to assist in TBD activity (crafts, games, etc)
 - Countdown to noon on 12/31?

9) Meeting closed at 7:57 PM (AC)