



CCACE Advisory Committee Meeting
Friday, January 19, 2024 @ 12:00 pm

Present: Paula Casey, Pam Hegarty, Anne Irza-Leggat, Kim Kossmann, Polly Meyer, Carrie Patel, Alison Pray, Steven Reznek, Sara Wilson, Jill Weintraub

Missing: Barbara Magee, Kristen Anderson

1. December 2023 meeting minutes; motion made by Kim and seconded by Anne.
2. Registration and budget numbers
Registration numbers continue to look good. When you look at the month by month breakdown of adult ed classes, we're up a little in some months and down a little in some months. Overall we continue to see strong numbers with most classes running and few cancellations.
Our Driver Education numbers look good and our Sunday class gained a couple of registrations when we postponed it due to snow.
The Winter-Spring IMSCC semester officially starts on Monday so those numbers will still increase as there are a number of unpaid invoices outstanding.
Again, the budget numbers remain healthy when including the outstanding credit card receipts. We are at one of the points in the year where our revenue looks disproportionate to our expenses because families pay in full for the full semester of IMSCC lessons and instructors are paid monthly.
3. Drivers Ed from Sara Wilson
Sara met with Rebecca Gurley, the CCACE Driver Education Coordinator. The programs maintains about 300 active students at all times and that number has remained fairly consistent throughout Rebecca's time at CCACE.
The program has 5 cars, one electric car and four gas cars. Sara and Rebecca discussed this and the challenges with the electric car. Currently the charger is at Ripley which means instructors need to go get the car, which takes extra coordination with the schedule. They are also limited by the mileage range. The gas vehicles are easier and have much more mileage.
Sara was impressed by how responsive Rebecca is to the parents and students and how much she monitors each student's progress. She is incredibly hands on and there is a tremendous amount of time spent on parent communication. This has increased significantly since the pandemic.

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The program has had just 3-4 crashes in the past 8-9 years.

D4 will need to be replaced by December 2024 per RMV regulations.

In the past 5 years, the program has had 1500 students.

They are seeing more families where English is not the primary language, including some from the emergency shelter and more of these students are adults.

Polly asked about whether there were plans to add more classes to fit other students schedules. Sara said she and Rebecca had spoken about this but there were not. Rebecca is careful to monitor that the program does not over fill the classroom portion to the point where students will have to wait months for driving lessons.

The program is holding all of the student classes in person even though the RMV is still allowing online classes.

They have been conservative in raising fees and are thankful to the Community Chest's continued support in providing a grant for scholarships.

Paula asked whether insurance rates have gone up in recent years and Jill admitted that she would have to check on that. The insurance is handled by the CCRSD Business office.

The electric car has just 15,000 miles in 3 years, as opposed to most of the gas cars which put on 15,000 miles per year.

There is no space near the high school building to add an electric charger. The other cars are parked in the Beede lot, which is owned by the Town so putting a charger in there would have to be in agreement with the town. Sara shared that it is cheaper to charge cars at home and in towns like Concord & Carlisle, most EV owners have chargers in their homes and those in public locations (such as the Carlisle School) have been found to be underutilized.

Sara shared that the program is down two instructors and Jill shared that they are looking to hire 1-2 new instructors.

Jill also shared that they are looking at usage to determine whether D4 should be replaced or whether 4 cars is sufficient. For a period of time, most of the cars were older so there was a need to keep one car free as a back-up in case a car was out of use. All of the cars are currently newer so there may not be a need to maintain 5 cars.

There was a question of whether residents could donate cars and Jill was unsure but will look into that.

4. Parent Education

- Sustainability planning

Jill explained that when CCACE took over the Parent Education programs from CPT, part of the goal was to make these programs self-sustaining over time.

While they anticipated that this would be a challenge and take time, it is even more challenging and the Concord Ed Fund and the Parent Teacher groups prioritize funding programs that will directly impact teachers and students.

Polly shared that there was a point when the Parent Teacher groups were more willing to fund parent education, understanding the connection of how this helps

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support teachers and students. Polly said there were years when a pro-active group of parents thought they could cut out the “middle man” of CPT and offer programs themselves, but not all groups of officers have the connections or capacity to do this. This is why CPT and now CCACE exist – to serve these functions and pull together the logistics of programs. The difficult part of these groups is that leadership changes each year so it is a continual struggle to work with each new group.

- Upcoming programs
Jill shared that they are working with Andrew Nyameke, the Director of Diversity, Equity, and Inclusion for CCRSD and Erin Fife from COAR on an upcoming program: Diversity without Divisiveness: Understanding & Engaging with Diversity, Equity & Inclusion in our Schools. Andrew asked all of the PTG/PA presidents for \$250 each to sponsor this program so Jill/Stefanie are waiting to hear from them. Jill reported that there is some money left from the Community Chest’s Parent Education grant to contribute to the program and Andrew has some money in his budget. The hope is that each of the 3 elementary, CMS and CCHS groups will contribute.
- There was question of connecting with the local private schools and whether any of them would contribute funding for programs. Jill & Stefanie will look into this. Polly acknowledged that the Guidance office does not have the capacity to do more. The question is if local pediatrician offices, Emerson Health, etc would partner. There is a shortage of therapists so how do we provide parents with the tools they need.

5. Advisory Committee membership

We will talk with members whose terms are up to find out if they are interested in continuing to serve.

6. Next meeting: March 1, 2024 at CCACE – IMSCC report?

Pam confirmed she can report on IMSCC.

7. Other Business

Jill thanked Anne for organizing gift wrapping at the Concord Bookshop in December and the volunteers for their time. We received \$176 in donations!

Meeting adjourned at 1:06 pm.