



Advisory Committee MEETING MINUTES

November 21, 2025

120 Meriam Road, Room 3 @ Ripley

Concord, MA

12 p.m. – 1 p.m.

Members present, Pamela Hegarty, Carlene Hempel (secretary), Kimberly Kossmann, John Lee, Polly Meyer, Rita Raychaudhuri

Members absent: Ed Bernard, Anne Irza-Leggat, Lynette Kelliher (School Committee liaison), Alison Pray

Visitors: Enid Karr (Concord)

Call to order: Jill Weintraub, director of Adult and Community Education, called the meeting to order at 12:02 p.m.

Minutes: On a motion made by Kimberly Kossmann and seconded by Rita Raychaudhuri, the October minutes were unanimously approved.

Regular Business:

Continuing Education Coordinator position: Several members of the CCACE organization met with four different candidates over two days. IMSCC Coordinator Laryssa Doohovskoy, Polly, Anne and Jill met with the first three candidates. On another day, a fourth candidate and the frontrunner from the first slate met with Polly, Laryssa, Carlene and Driver's Education Coordinator Ann Gibson. The group unanimously nominated the decided front-runner for the job. She came with questions and topics to discuss, including marketing and priorities for adult education. She has one more meeting with representatives from the organization. The plan is to have her start in January if she accepts the official offer.

Program Updates:

Adult Education:

- English Language Learner classes: This program is slated to end. There are a beginner and upper beginner-level class still running, but with poor attendance. There is also inadequate funding. John asked if current students have been surveyed to ask why they are not attending. Jill said there are a variety of reasons including childcare and a car accident.
- Collaboration with Concord Visitor Center: Carlene reported that she communicated with Beth Williams, tourism manager with the town's Visitor Center, and recommended that a coordinating role be taken on by the new hire. She also suggested the new coordinator

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attend the town's monthly "huddle" meetings with the heads of the various non-profits and institutions to seek opportunities for partnership in the future.

- Results from Living Concord survey: Polly reported on her survey seeking suggestions and interest in one-time classes. A number of topics were suggested including comparative religion, basics of artificial intelligence, the state of education now, wreath making, furniture refinishing, art workshops, basic car mechanics, container gardening, prepping plants for the winter, cooking, introduction to college selection, spice blend creations, cocktail/mocktail, furniture scratch repair, knife skills, social media coaching for small businesses, adult voice singing and sushi making.

Driver's Ed:

- Parent class update: Jill said the Registry of Motor Vehicles reversed its earlier decision to not allow mandatory parent driver's ed classes to take place online. Now, all future parent classes will be taught online only.
- Possible partnership with Minuteman Career and Technical High School: Jill said Director of Driver's Ed Ann Gibsom reached out to determine whether one of Concord-Carlise's driving instructors could teach on site in Lexington, which was receptively received.

IMSCC:

- Student showcase for winter: Laryssa proposed the idea of creating a winter showcase that would feature 15-20 music students. Twelve are already signed up. The hope this will happen a few times a year. The showcase is scheduled for Jan. 14.
- Sweatshirts/t-shirts available: New apparel will be available through Dec. 4 to show school and music spirit. The logo reads "Dream, Practice, Perform."

Registration and budget numbers: Jill said registrations are still trickling in. The numbers are solid. There are a few new courses including winter fitness walks. Music lesson sign-ups are a little behind from this time last year, but Jill is not worried. She hopes more students will come in on the winter/spring timeframe. Registrations are rolling in for Driver's Ed. Only four spaces are available for the late December class. The June session has not yet been posted.

Other Business:

As a farewell to outgoing coordinator Stefanie Cloutier, Jill has invited committee members, as well as all instructors, to the high school cafeteria on Dec. 9 at 4 p.m. for a small reception.

The meeting adjourned at 1:03 p.m.

The next meeting is scheduled for Friday, Jan. 9, at noon at Meriam Road, First Floor Conference Room No. 3.

Respectfully submitted,
Carlene Hempel, secretary