

January 6, 2020

A meeting of the Westfield School Committee was held on Monday, January 6, 2020 at 7:00 pm in the City Council Chambers at City Hall, 59 Court Street, Westfield, MA. Members present by roll call were: Ramon Diaz, Diane Mayhew, Tim O'Connor, Bo Sullivan, Heather Sullivan, Cindy Sullivan, and Chairman Humason.

At 7:04 pm Chairman Humason called the meeting to order.

1. Pledge of Allegiance

Chairman Humason asked if anyone was taping the meeting and if so, please state your name and address: no response

2. Public participation, excluding personnel: no response

3. Westfield Technical Academy student representatives:
Student representatives provided an update.

4. Election of School Committee Officers – Vice Chair & Secretary:
Ramon Diaz moved, Cindy Sullivan seconded to nominate Tim O'Connor as Vice Chair to the School Committee. No other nominations were made. All were in favor. Motion passes.

Bo Sullivan moved, Diane Mayhew seconded to nominate Cindy Sullivan as Secretary to the School Committee. No other nominations were made. All were in favor. Motion passes.

5. Announcement of Subcommittee assignments:
Vice Chair Tim O'Connor announced the following subcommittees:

Instruction & Curriculum

Cindy Sullivan, Chairperson
Bo Sullivan, Member

Human Resources & Policy

Diane Mayhew, Chairperson
Ramon Diaz, Member

Educational Planning & Technology

Heather Sullivan, Chairperson
Cindy Sullivan, Member

Finance

Ramon Diaz, Chairperson
Bo Sullivan, Member

6. Approval of the December 16, 2019 School Committee meeting minutes:
Ramon Diaz moved, Cindy Sullivan seconded to approve the December 16, 2019 School Committee meeting minutes. All were in favor. Motion passes.

7. Selection of School Committee member and alternate to sign payroll:
Cindy Sullivan moved, Bo Sullivan seconded to select Bo Sullivan as the member and Heather Sullivan as the alternate to sign payroll.

The following roll call vote was taken:

	<u>Y</u>	<u>N</u>	
Cindy Sullivan	X		
Heather Sullivan	X		
Diane Mayhew	X		
Tim O'Connor	X		
Bo Sullivan	X		
Ramon Diaz	X		
Chairman Humason	<u>X</u>		
	7	-	<u>0</u> motion passes

8. Selection of School Committee member and alternate to sign weekly warrants:
Bo Sullivan moved, Ramon Diaz seconded to select Cindy Sullivan as the member and Bo Sullivan as the alternate to sign warrants.

The following roll call vote was taken:

	<u>Y</u>	<u>N</u>	
Heather Sullivan	X		
Diane Mayhew	X		
Tim O'Connor	X		
Bo Sullivan	X		
Cindy Sullivan	X		
Ramon Diaz	X		
Chairman Humason	<u>X</u>		
	7	-	<u>0</u> motion passes

9. Approval of Westfield Christian Academy as a private school for the 2019-2020 school year:

Diane Mayhew moved, Bo Sullivan seconded to approve the Westfield Christian Academy as a private school for the 2019-2020 school year. All were in favor. Motion passes.

10. Approval of Westfield Public Schools 2020-2021 school year calendar:

Ramon Diaz moved, Bo Sullivan seconded to approve the Westfield Public Schools 2020-2021 school year calendar. All were in favor. Motion passes.

11. Contract Settlement Agreement with Cafeteria Managers Association:

Cindy Sullivan moved, Ramon Diaz seconded to table the Contract Settlement Agreement with the Cafeteria Managers Association to obtain more information from Rachel Kania, Director of Food Services, and Ron Rix. All were in favor. Motion passes.

12. Vote to authorize the School Building Committee to plan for renovation, alteration, and construction to the Franklin Avenue Elementary School located at 22 Franklin Avenue, Westfield, MA:

Cindy Sullivan moved, Bo Sullivan seconded to authorize the School Building

Committee to plan for renovation, alteration, and construction to the Franklin Avenue Elementary School located at 22 Franklin Avenue, Westfield, MA.

The following roll call vote was taken:

	<u>Y</u>		<u>N</u>	
Cindy Sullivan	X			
Heather Sullivan	X			
Diane Mayhew	X			
Tim O'Connor	X			
Bo Sullivan	X			
Ramon Diaz	X			
Chairman Humason	<u>X</u>			
	7	-	<u>0</u>	motion passes

13. Report of the signed weekly warrants:

Cindy Sullivan reported that the following warrants were signed:

- December 13, 2019 – 22 batches totaling \$369,408.22
- December 20, 2019 – 20 batches totaling \$274,458.36
- December 27, 2019 – 19 batches totaling \$851,844.14
- January 3, 2020 – 12 batches totaling \$67,090.67

14. Superintendent's Reports:

a. Acceptance of gifts/donations

Tim O'Connor moved, Ramon Diaz seconded to accept the following gifts:

- Fort Meadow ECC, Lifetouch Studio, \$716.80, educational purposes, gift account
- Abner Gibbs Elementary, Lifetouch Studio, \$596.00, educational purposes, gift account
- Franklin Avenue Elementary, Lifetouch Studio, \$792.40, educational purposes, gift account
- Highland Elementary, Lifetouch Studio, \$1,332.40, educational purposes, gift account
- Munger Hill Elementary, Munger Hill Marathon, \$555.00, educational purposes, gift account
- Munger Hill Elementary, Christina & Kevin Shultz, \$10.95, educational purposes, gift account
- Munger Hill Elementary, Lifetouch Studio, \$1,460.80, educational purposes, gift account
- Westfield Intermediate, Bridget Matthews, donation of books, value \$246.83, educational purposes, gift account
- Westfield High, Ian McCormick, wheelchair, value \$500.00, Health Employment Course
- Westfield High, Bill & Sue Phelon, bed, value \$500.00, Health Employment Course
- Westfield High, Courtney Sullivan Casey, bed pans, value \$100.00, Health Employment Course
- Westfield High, Western Mass Hospital – bed, equipment, & partnership, value \$2,000.00, Health Employment Course
- Westfield High, Mrs. Tencza, hospital bed, value \$500.00, Health Employment Course

- Westfield High, Baystate Noble, tables & sheets, value \$300.00, Health Employment Course
- Westfield High, Westfield Senior Center, walkers, canes, commodes, value \$300.00, Health Employment Course
- Westfield Public Schools, Theresa & Robert Lindsey, Ludlow, MA, \$50.00 for the annual Thanksgiving Day Food Drive, VIPS gift account

The following roll call vote was taken:

	<u>Y</u>		<u>N</u>	
Heather Sullivan	X			
Diane Mayhew	X			
Tim O'Connor	X			
Bo Sullivan	X			
Cindy Sullivan	X			
Ramon Diaz	X			
Chairman Humason	<u>X</u>			
	7	-	<u>0</u>	motion passes

b. Other

15. Mayor's update:
Mayor Humason congratulated Tim O'Connor and Cindy Sullivan on their recent appointments as Vice Chair and Secretary. Also, thanked everyone for participating in the Inauguration ceremony held earlier today. He reported that ceremony can be viewed on Channel 15.
16. School Committee update:
Diane Mayhew reported that a total of 27 policies have been addressed in 2019 (12 amended, 4 revised, 4 adopted, 4 rescinded, and 3 reviewed) bringing the total to 371 policies since 2012.
17. Items for referral to subcommittees: none
18. Old business: none
19. Subcommittee Reports/Recommendations:
 - a. Reports: none
 - b. Minutes: none
20. Any other items not reasonably anticipated 48 hours prior to the meeting
Approval of field trip:
Westfield High School JV Hockey Team, International Skating Center of Connecticut, Simsbury, CT, January 7, 2020
Bo Sullivan moved, Diane Mayhew seconded to approve the Westfield High School JV Hockey Team trip for athletes to participate in hockey game at the International Skating Center of Connecticut located in Simsbury, Connecticut on January 7, 2020. All were in favor. Motion passes.
21. Next regular School Committee meeting: February 3, 2020
Joint School Committee & Westfield Technical Academy General Advisory Board meeting January 21, 2020

At 7:34 pm Ramon Diaz moved, Cindy Sullivan seconded to adjourn the meeting. All were in favor. Motion passes.

Mr. Stefan Czaporowski, Superintendent of Schools
Clerk – Westfield School Committee

A true copy, Attest:

Cindy Sullivan, Secretary
Westfield School Committee

CS/cm