

August 26, 2019

A meeting of the Westfield School Committee was held on Monday, August 26, 2019, 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 Brian Sullivan.

At 7:00 pm Chairman Sullivan called the meeting to order.

1. Pledge of Allegiance

Chairman Sullivan asked if anyone was taping the meeting and if so, please state your name and address: none

2. Public participation, excluding personnel:

Kathleen Hillman, Hillside Road

Ms. Hillman stated that she was opposed to the proposed Charter School in Westfield.

Brian Hoose, Arnold Street

Mr. Hoose stated that he was also opposed to the Charter School in Westfield. He also commented on the recent change in ownership of the Westfield Newspaper.

3. Approval of School Committee meeting minutes:

a. June 17, 2019

Cindy Sullivan moved, Heather Sullivan seconded to approve the School Committee meeting minutes of June 17, 2019. All were in favor. Motion passes.

b. July 8, 2019

Cindy Sullivan moved, Ramon Diaz seconded to approve the School Committee meeting minutes of July 8, 2019. All were in favor. Motion passes.

4. Acceptance of the listing of Bus Drivers, Monitors, and Substitutes:

a. Regular Education: Bus Drivers and Substitute Drivers

Cindy Sullivan moved, Ramon Diaz seconded to accept the listing of the Regular Education Bus Drivers, Monitors, and Substitutes. All were in favor. Motion passes.

b. Special Education In-District: Bus Drivers and Monitors

Cindy Sullivan moved, Ramon Diaz seconded to accept the listing of the Special Education (In-District) Bus Drivers and Monitors. All were in favor. Motion passes.

c. Special Education Out-of-District: Bus Drivers and Monitors

Cindy Sullivan moved, Ramon Diaz seconded to accept the listing of the Special Education (Out-of-District) Bus Drivers and Monitors. All were in favor. Motion passes.

5. Approval of home school applications HE1920-01 to HE1920-59:
Ramon Diaz moved, Bo Sullivan seconded to approve home school applications HE1920-01 to HE1920-59. All were in favor. Motion passes.

6. Approval of 2019-2020 Student/Parent handbooks:
 - a. Fort Meadow Early Childhood Center
Bo Sullivan moved, Heather Sullivan seconded to approve the 2019-2020 Fort Meadow Early Childhood Center Student/Parent Handbook. All were in favor. Motion passes.

 - b. Elementary
Bo Sullivan moved, Heather Sullivan seconded to approve the 2019-2020 Elementary School Student/Parent Handbook. All were in favor. Motion passes.

 - c. Westfield Intermediate
Bo Sullivan moved, Heather Sullivan seconded to approve the 2019-2020 Westfield Intermediate School Student/Parent Handbooks. All were in favor. Motion passes.

 - d. Westfield Middle
Bo Sullivan moved, Heather Sullivan seconded to approve the 2019-2020 Westfield Middle School Student/Parent Handbooks. All were in favor.

 - e. Westfield High
Bo Sullivan moved, Heather Sullivan seconded to approve the 2019-2020 Westfield High School Student/Parent. All were in favor. Motion passes.

 - f. Westfield Technical Academy
Bo Sullivan moved, Heather Sullivan seconded to approve the 2019-2020 Westfield Technical Academy Student/Parent Handbook. All were in favor. Motion passes.

7. Approval of retainer agreement with Dupere Law Offices:
Association/Unit A (teachers):
Cindy Sullivan moved, Heather Sullivan seconded to approve the retainer agreement with the Westfield Public Schools and Dupere Law Office to provide general legal counsel and labor counsel relations work, in the amount of \$2,600 per month, from September 1, 2019 to June 30, 2020, and authorize the Mayor to sign on behalf of the Committee.

The following roll call vote was taken:

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

8. Final FY20 Operating Budget

Mr. Rix informed the committee that the final FY20 operating budget has been entered into Munis and is in the School Committee shared access file.

9. Acceptance of Special Revenue Accounts:

Ramon Diaz moved, Cindy Sullivan seconded to accept the Special Revenue Accounts, as presented.

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 Sullivan	<u>X</u>			
	7	-	<u>0</u>	motion passes

10. Report of weekly signed warrants:

Cindy Sullivan reported that she signed the following warrants:

June 14, 2019 – 17 batches totaling \$535,619.81
June 21, 2019 – 21 batches totaling \$316,571.88
June 28, 2019 – 20 batches totaling \$479,938.04
June 30, 2019 – 23 batches totaling \$730,046.90
July 19, 2019 – 13 batches totaling \$98,518.30
July 26, 2019 – 10 batches totaling \$52,178.20
August 2, 2019 – 11 batches totaling \$166,307.68
August 9, 2019 – 12 batches totaling \$72,581.69
August 16, 2019 – 8 batches totaling \$124,609.72

11. Acceptance of Superintendent of Schools goals for the 2019/2020 school year:

Ramon Diaz moved, Cindy Sullivan seconded to acceptance the Superintendent of Schools goals for the 2019/2020 school year, as presented. All were in favor.
Motion passes.

12. Approval of Non Contract chart:

Ramon Diaz moved, Tim O'Connor seconded to approve the Non Contract chart, as presented.

The following roll call vote was taken:

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

13. Superintendent's Reports

a. Acceptance of gifts/donations

Tim O'Connor moved, Bo Sullivan seconded to accept the following gifts/donations:

- Westfield Public Schools, Advantage Truck Group, \$500.00 to be divided up as follows: Highland \$65.00, Abner Gibbs \$65.00, Franklin Avenue \$65.00, Southampton Road \$65.00, Westfield High \$120.00, Westfield Technical Academy \$120.00, use the funds to supply their food pantries
- Fort Meadow Early Childhood Center, Life Touch, \$186.60, staff incentives, gift account
- Abner Gibbs Elementary, Your Cause, \$10.00, educational purposes, gift account
- Abner Gibbs Elementary, Life Touch, \$216.79, educational purposes, gift account
- Highland Elementary, Life Touch \$161.80, educational purposes, gift account
- Highland Elementary, Highland PTO, \$3,350.00, Highland School Playground
- Highland Elementary, Shurtleff Foundation, \$3,050.00, Highland School Playground
- Paper Mill Elementary, Life Touch, \$551.71, educational purposes, gift account
- Westfield Middle, Westfield Bank, \$200.00, educational purposes, gift account
- Westfield Middle, Polish National Credit Union, \$800.00, Open House BBQ
- Westfield Technical Academy, Hampden County Improvement League, \$500.00, purchase a tractor

The following roll call vote was taken:

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

b. Other

Superintendent Czaporowski reported that the first day of school for students in grades 1-12 is August 29th, kindergarten starts on September 5th, and Fort Meadow Early Childhood Center starts September 9. Also, informed the committee that the 2019-2020 school year will be the last year for the Blizzard Bags.

14. Mayor's update: Mayor Sullivan provided an update.

15. School Committee update: none

16. Items for referral to subcommittees: none

17. Old business: none
18. Subcommittee Reports/Recommendations:
- a. Reports: Human Resources & Policy Subcommittee, August 26, 2019
Diane Mayhew reported that the Human Resources & Policy Subcommittee met earlier this evening to listen to a presentation by Mr. Joe Anderson, CEO of Reflex Protect.
 - b. Minutes: Human Resources & Policy Subcommittee, June 17, 2019
Diane Mayhew moved, Heather Sullivan seconded to approve the Human Resources & Policy Subcommittee meeting of June 17, 2019. All were in favor. Motion passes.
19. Any other items not reasonably anticipated 48 hours prior to the meeting
20. Next regular School Committee meeting: September 9, 2019
- At 7:46 pm Bo Sullivan moved, Tim O'Connor seconded to adjourn the meeting. All were in favor. Motion passes.

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

A true copy, Attest:

Cindy Sullivan, Secretary
Westfield School Committee

CS/cm