

July 16, 2020

A special meeting of the Westfield School Committee was held on Thursday, July 16, 2020, at 6:00 pm City Council Chambers at City Hall, 59 Court Street, Westfield, MA. Members present by roll call were: Ramon Diaz, Bo Sullivan, Cindy Sullivan, Heather Sullivan, Tim O'Connor and Chairman Humason. At 6:06 pm Diane Mayhew entered the meeting.

At 6:02 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: none

2. Public participation, excluding personnel:

Cindy Sullivan read the following email:

Rachel Bullock, Bailey Drive

Rachel expressed her support for the candidate for the interim Special Education Director. She stated that this person is a warm, giving, kind person who knows her stuff especially in special education law and yet is empathic and willing to listen.

As a parent who helps with SEPAC group, the interim Special Education Director has reached out to the group already taking a meeting and helping to plan for this school year! I wanted to thank her publicly for this effort and collaboration with our parent group.

This department has gone through a lot of changes these past five years, I hope the interim Director is able to stay with the school for many more years. With so many unknown's for the upcoming school year it is nice to have a continued established Westfield administrator at the head of the department.

3. Approval of regular school committee meeting minutes of June 15, 2020

Ramon Diaz moved, Diane Mayhew seconded to approve the regular school committee meeting minutes of June 15, 2020. All were in favor. Motion passes.

4. Contract Signature Authorization Form:

Cindy Sullivan moved, Diane Mayhew seconded to approve the Contract Signature Authorization form. A discussion took place regarding the form and authorized signers.

Ramon Diaz moved, Bo Sullivan seconded to table agenda item #4 until after addressing agenda item #5. All were in favor. Motion passes.

5. Appointment approval: Debra Ecker, interim Administrator of Special Services and Student Support Services.

Diane Mayhew moved, Ramon Diaz seconded to appoint Debra Ecker as interim Administrator of Special Services and Student Support Services ending June 30, 2021.

The following roll call vote was taken:

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

4. Contract Signature Authorization form

Ramon Diaz moved, Diane Mayhew seconded to remove agenda item #4 from the table. All were in favor. Motion passes.

Cindy Sullivan moved, Ramon Diaz seconded to approve the Contract Signature Authorization form as amended to include signature of warrants.

The following roll call vote was taken:

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

6. Approval of job title description: Business Office Specialist

Ramon Diaz moved, Diane Mayhew seconded to approve the job description title: Business Office Specialist. Cindy Sullivan noted that two positions were eliminated in order to create this position.

The following roll call vote was taken:

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

7. Approval of Memorandum of Agreement with Westfield Education Association/Unit B

Cindy Sullivan moved, Ramon Diaz seconded to approve the Memorandum of Agreement between the Westfield School Committee and the Westfield Education Association/Unit B, dated July 16, 2020, regarding the revised step placement for

two (2) current members, and authorize the Mayor to sign on behalf of the committee.

The following roll call vote was taken:

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

8. First reading, by title only, of School Committee Policy File: IKE Promotion and Retention of Students
 Diane Mayhew moved, Ramon Diaz seconded a first reading, by title only, to adopt school committee policy File: IKE Promotion and Retention of Students

The following roll call vote was taken:

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

9. Superintendent's Reports
 a. Acceptance of gifts/donations(roll call)

Motion to accept the following gifts/donations:

<u>Donated To</u>	<u>From & Amount</u>	<u>Use</u>
Franklin Avenue Elementary	Box Tops for Education,\$4.30	educational purposes, gift account
Franklin Avenue Elementary	Joann Guglietti, \$40.00	educational purposes, gift account
Paper Mill Elementary	Stop & Shop School Rewards, \$2,142.18	educational purposes, gift account
Westfield Intermediate	Westfield Intermediate School PTO \$5,000.00	educational purposes, gift account
Westfield Intermediate	Stop & Shop School Rewards, \$360.47	educational purposes, gift account
Westfield Intermediate	Box Tops for Education, \$31.50	educational purposes, gift account
WTA Ornamental Horticulture Technology Department	Friends of the Westfield 350 Inc. \$1,200.00	educational purposes, gift account
WTA Ornamental Horticulture Technology Department	Hampden County Improvement League, \$500.00	educational purposes, gift account

The following roll call vote was taken:

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

b. Acceptance of grant: Cares Act: Elementary & Secondary Education Emergency Relief Funds

Ramon Diaz moved, Bo Sullivan seconded to accept a new grant called the Cares Act: Elementary & Secondary Education Emergency Relief Funds in the amount of \$1,206,385. After funds for equitable services have been provided for the private schools, the district will have \$1,152,327 to address the ongoing impact of COVID 19 on the district and schools.

The following roll call vote was taken:

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

9c. Other

Superintendent Czaporowski provided an update.

10. Mayor's update

Mayor Humason provided an update.

12. Items for referral to subcommittees: none

13. Old business

14. Subcommittee Reports/Recommendations

a. Reports: Human Resources & Policy Subcommittee

Diane Mayhew reported that the subcommittee met on June 1, 2020 and reviewed policies.

b. Minutes: Human Resources & Policy Subcommittee June 1, 2020 minutes

Diane Mayhew moved, Ramon Diaz seconded to approve the Human Resources & Policy Subcommittee meeting minutes of June 1, 2020. All were in favor.

Motion passes.

15. Other items not reasonably anticipated 48 hours prior to the meeting.

16. Next meeting: TBA

At 7:58 pm Tim O'Connor moved, Ramon Diaz 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