

April 6, 2020

A meeting of the Westfield School Committee was held on Monday, April 6, 2020 at 6:00 pm remotely (due to COVID-19 crisis). Members present by roll call were: Ramon Diaz, Diane Mayhew, Tim O'Connor, Bo Sullivan, Heather Sullivan, Cindy Sullivan, and Chairman Humason.

At 6:00 pm Chairman Humason called the meeting to order.

1. Pledge of Allegiance
2. Public participation, excluding personnel: none  
Chairman Humason reported that the meeting was being held remotely and audio broadcast on Channel 15. As for future meetings, an email account will be set up for public participation.
3. Approval of the joint School Committee & WTA General Advisory Council meeting minutes, January 21, 2020  
Tim O'Connor moved, Cindy Sullivan seconded to approve the joint School Committee & Westfield Technical Academy General Advisory Council meeting minutes of January 21, 2020. All were in favor. Motion passes.
4. Approval of School Committee meeting minutes
  - a. Special meeting minutes, March 16, 2020  
Ramon Diaz moved, Cindy Sullivan seconded to approve the March 16, 2020, special School Committee meeting minutes. All were in favor. Motion passes.
  - b. Regular meeting minutes, March 16, 2020  
Ramon Diaz moved, Heather Sullivan seconded to approve the March 16, 2020, special School Committee meeting minutes. All were in favor. Motion passes.
5. 2<sup>nd</sup>/final reading, by title only, of School Committee policies
  - a. File: LA Education Agency Relations Goals  
Diane Mayhew moved, Heather Sullivan seconded to approve a 2<sup>nd</sup>/final reading, by title only, of School Committee policy File: LA Education Agency Relations Goals. All were in favor. Motion passes.
  - b. File: ACAB Anti-Discrimination/Anti-Harassment Policy & Grievance Procedures  
Diane Mayhew moved, Heather Sullivan seconded to approve a 2<sup>nd</sup>/final reading, by title only, of School Committee policy File: ACAB Anti-Discrimination/Anti-Harassment Policy & Grievance Procedures. All were in favor. Motion passes.
6. Approval of Memorandum of Agreement Westfield Education Association/Unit D  
Cindy Sullivan moved, Bo Sullivan seconded to approve the Memorandum of Agreement between the Westfield School Committee and the Westfield Education Association/Unit D (paraprofessionals) to amend Article XIX by inserting after the first sentence the following

“All evaluations will be completed electronically” and authorize the Mayor to sign on behalf of the Committee. All were in favor. Motion passes.

7. Appointment of Interim School Business Administrator

Diane Mayhew moved, Cindy Sullivan seconded approve Shannon Barry as interim School Business Administrator.

Ramon Diaz moved, Heather Sullivan seconded to amend the above motion to approve Shannon Barry as interim School Business Administrator for the time period of June 1, 2020 – June 30, 2021. Superintendent Czaporowski clarified that the School Business Administrator would no longer have the responsibilities of the Maintenance Department, Food Service Department, and Technology.

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	-	<u>0</u>	motion passes

9. Budget Presentation: Westfield Public Schools 2021 Budget

Superintendent Czaporowski reviewed the district priorities:

- Expand Early College and Dual Enrollment
- Increase Social Emotional Learning Supports
- Continue the Integration of Technology
- Pathways in Healthcare and Social Assistance
- Engineering, Criminal Justice, and Culinary-Hospitality Pathways
- Maintain Class Sizes (Kdg-grade 2 = 20 students and grades 3-12 = 25 students)
- Relationships, Relevance, & Rigor

Mr. Rix shared a Power Point presentation of the proposed budget (attached).

The proposed Personnel Budget was \$48,529,019 (76%) and the proposed Expense Budget was \$15,802,801 (24%). Total budget request of \$64,394,820.00

Offsets built into the FY2021 LEA budget included:

School Choice (transportation)	\$ 500,000
Circuit Breaker (tuitions)	\$1,124,204
Grant PL 94-142 (tuitions)	\$ 562,020
Pre-Paid Tuitions	\$ 350,000
ECC Tuitions – (salaries)	\$ 80,000
Cafeteria Custodial Services	<u>\$ 55,000</u>
Total Offsets to FY20 Budget	\$ 2,671,22

Projected Additional Revenues:

FY21 Revenue Source	Amount
Circuit Breaker*	\$1,124,204
School Choice	\$ 732,129
Grants*	\$3,927,757
Early Childhood Tuitions*	\$ 92,625
Increase in Chapter 70	\$ 519,465

\*based on FY20 levels

Projected Funding from Grants total: \$4,086,974

Bo Sullivan moved, Ramon Diaz seconded to forward the proposed FY21 Budget to a special School Committee meeting on April 21, 2020 at 6:00 pm.

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	-	<u>0</u>	motion passes

9. Report of the signed weekly warrants

The following warrants were signed:

March 13, 2020 – 219 batches totaling \$518,393.78

March 20, 2020 – 12 batches totaling \$105,293.31

March 27, 2020 – 16 batches totaling \$294,093.97

10. Acceptance of Westfield Public Schools Financial Statements, March 2020

Ramon Diaz moved, Bo Sullivan seconded to accept the Westfield Public Schools Financial Statements, March 2020, as presented.

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	-	<u>0</u>	motion passes

- 11. Approval of 3-year contract with Van Pool for out-of-district transportation effective July 1, 2020 – June 30, 2023.  
Cindy Sullivan moved, Ramon Diaz seconded to approve the 3-year contract with Van Pool for out-of-district transportation, effective July 1, 2020 – June 30, 2023.

The following roll call vote was taken:

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

- 12. Approval to re-negotiation transportation contracts with Lecrenski Brothers and Van Pool for FY2020.  
A discussion took place regarding current transportation contracts. Members agreed to approve conversations regarding the current transportation contracts with Lecrenski Brothers and Van Pool. Mr. Rix and Mrs. Kotarski will report back to the committee.

Cindy Sullivan moved, Diane Mayhew seconded to approve discussions with Lecrenski Brothers and Van Pool regarding current transportation contracts.

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	-	<u>0</u>	motion passes

- 13. School Committee stipend  
A discussion took place regarding the school committee stipend. After discussion, it was decided that Tim O'Connor would contact with Councilor Onyski of the L & O Subcommittee of the City Council regarding proceeding with the request.
- 14. Superintendent's Reports  
Superintendent Czaprowski provided an update.
- 15. Mayor's update  
Mayor Humason provided an update.

16. School Committee update  
Diane Mayhew provided an update regarding the Superintendent's Evaluation.
17. Items for referral to subcommittees  
Cindy Sullivan reported that she had conversations with Susan Dargie regarding scheduling a Curriculum & Instruction subcommittee meeting.
18. Old business
19. Subcommittee Reports/Recommendations
  - a. Reports: none
  - b. Minutes: none
20. Any other items not reasonably anticipated 48 hours prior to the meeting
21. Next regular School Committee meeting: May 4, 2020

At 8:07 pm Cindy Sullivan 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:

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Cindy Sullivan, Secretary  
Westfield School Committee

CS/cm