

December 7, 2020

A regular meeting of the Westfield School Committee was held on Monday, December 7, 2020, at 7:00 pm remotely (due to COVID-19 crisis). Members present by roll call were: Diane Mayhew, Bo Sullivan, Cindy Sullivan, Heather Sullivan, Tim O'Connor, and Chairman Humason. Ramon Diaz was not in attendance.

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

1. Pledge of Allegiance

2. Public participation, excluding personnel

Cindy Sullivan read the following email:

Heather Talbot, Hassler Street, Westfield

I'm writing to you with a heavy concern. As I sit here and ponder, and listen to others Holiday plans and watch others actions on social media I can't help but be concerned.

My family, my children, our school system, our teachers, our staff in Westfield are doing their part to socially distance and follow our state mandated safety measures. Our schools, teachers and staff are doing a commendable job at keeping our schools clean.

My concern is this. I can control how my family handles the guidelines set forth but I am deeply worried about how others are being neglectful or mindful of safety precautions. Others being careless in following guidelines is a big concern.

I would like to suggest that the school committee, and superintendent take into consideration the community anticipated holiday gatherings, travel and non-compliance with state issued mandates and flip the switch to remote learn thru the middle of January, after the two-week marker has passed from New year's. Just like the school committee took the recommendation to push back the start of school due to summer vacations. If we wait until the middle of January, that two-week timeframe from anyone traveling would have passed.

This would be a proactive measure to get ahead of any potential exposure for our students, our teachers and our staff. We can control our actions, but we can't control the actions of others. Avoidance of guidelines over the holidays by others shouldn't compromise our students or staff. Some don't take this pandemic seriously, especially during a time when numbers are climbing.

I realize that this suggestion may pose a problem for shop rotation at WTA. My suggestion for this issue would be to have parents and students sign some type of disclosure about travel/gathering during the holidays. I don't have the answer for that, but I ask that your committee brainstorm ideas since WTA shop isn't under DESE, perhaps this can be covered under the rule of law for vocational schools? Who knows. I would hope there's a way to handle the shop students as was done in the beginning of the year.

Thank you for listening to my concerns.

Agenda item #4 addressed before agenda item #3.

4. Approval of School Committee meeting minutes

Special Meeting November 16, 2020

Cindy Sullivan moved, Tim O'Connor seconded to approve the November 16, 2020 special School Committee meeting minutes.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | abstain | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 5 | <u>0</u> motion passes |

Regular Meeting November 16, 2020

Cindy Sullivan moved, Bo Sullivan seconded to approve the November 16, 2020 regular School Committee meeting minutes.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | abstain | |
| Ramon Diaz | absent | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 5 | <u>0</u> motion passes |

3. Ashley Street School Parcel proposal

Mr. Peter J. Miller, Jr., Director of Community Development, was in attendance. He requested consideration and approval to expend Community Development Block Grant funds to improve the asphalt area at the former Ashley Street School location in an effort to remove a blight on the neighborhood.

Diane Mayhew moved, Cindy Sullivan seconded to approve the use of Community Development Block Grant funds to improve the asphalt area at the former Ashley Street School location.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

5. Westfield Public Schools 2020-2021 Back to School Plan
Stefan Czaporowski and Joe Rouse provide an update for the committee.
Superintendent Czaporowski reported that the district had 50 COVID-19 cases and 35 of the confirmed cases were not in school and/or remote learners.
6. Approval of MIAA co-operative agreement: Girls Ice Hockey WTA
Cindy Sullivan moved, Tim O'Connor seconded to approve the MIAA cooperative agreement for Girls Ice Hockey WTA. Longmeadow is the host school.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

7. Approval of home school applications HE2021-187 to HE2021-209
Diane Mayhew moved, Tim O'Connor seconded to approve home school applications HE2021-187 to HE2021-209.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Heather Sullivan | X | |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

8. First reading, by title only, of School Committee policies
 - a. File: KDD News Media Relations/News Releases
Cindy Sullivan moved, Diane Mayhew seconded a first reading, by title only, to amend policy File: KDD News Media Relations/News Releases.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

b. File: KE Public Complaints

Cindy Sullivan moved, Diane Mayhew seconded a first reading, by title only, to amend policy File: KE Public Complaints.

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 | absent | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

c. File: JFABE Educational Opportunities for Military Children

Cindy Sullivan moved, Diane Mayhew seconded a first reading, by title only, to adopt policy File: JFABE Educational Opportunities for Military Children.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

9. Report of the weekly signed warrants

Bo Sullivan reported the following warrants were signed:

November 13, 2020 – 14 batches totaling \$266,252.28

November 20, 2020 – 23 batches totaling \$798,693.57

November 27, 2020 – 14 batches totaling \$242,896.33

10. Acceptance of Special Revenue Accounts

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

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

11. Acceptance of Westfield Public Schools Financial Reports
 Tim O'Connor moved, Bo Sullivan seconded to accept the Westfield Public Schools Financial Reports, as presented.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

12. Approval of budget transfer
 Bo Sullivan moved, Diane Mayhew seconded to approve a budget transfer in the amount of \$25,000 from account 50029237-520000 Professional Development, Purchase of Services to account 50578143-576000 Legal Settlements, Judgments.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

13. Approval of Non Contract Chart
 Diane Mayhew moved, Tim O'Connor seconded to approve the non-contract chart, as presented.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Heather Sullivan | X | |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

14. Approval of 3 Memorandum of Agreements with the Westfield Education Association Unit A (teachers)
 a. Memorandum of Agreement Westfield Education Assoc. Unit A (hybrid/remote)

Tim O'Connor moved, Bo Sullivan seconded to approve the Memorandum of Agreement between the Westfield School Committee and the Westfield Education Association Unit A (teachers) that amends the current agreement, to address student requests to move from hybrid learning to remote learning, as presented, effective for the 2020-2021 school year only, and authorize the Mayor to sign on behalf of the committee.

The following roll call vote was taken:

| | | |
|------------------|----------|------------------------|
| | <u>Y</u> | <u>N</u> |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

b. Memorandum of Agreement Westfield Education Assoc. Unit A (teacher eval)
 Tim O'Connor moved, Bo Sullivan seconded to approve the Memorandum of Agreement between the Westfield School Committee and the Westfield Education Association Unit A (teachers) that amends the current agreement to agree that evaluations should occur for members but in a modified manner during the state's COVID-19, as presented, and authorize the Mayor to sign on behalf of the committee.

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 | absent | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | <u>0</u> motion passes |

c. Memorandum of Agreement Westfield Education Assoc. Unit A (nurse liaison)
 Tim O'Connor moved, Bo Sullivan seconded to approve the Memorandum of Agreement with the Westfield Education Association Unit A (nurse liaison) and the Westfield School Committee that amends the agreement to have all union eligible members receive additional pay for additional responsibilities related to Health Liaison Services of the 2020-2021 school year, and authorize the Mayor to sign on behalf of the committee. For the additional responsibilities of the Health Liaison, the employee shall be compensated \$500.00 per month, September-June 2021.

The following roll call vote was taken:

| | | |
|----------------|----------|----------|
| | <u>Y</u> | <u>N</u> |
| Cindy Sullivan | X | |

| | | |
|------------------|----------|---------------------------------|
| Heather Sullivan | X | |
| Ramon Diaz | absent | |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | 0 <u> </u> motion passes |

15a. Superintendent's Reports

a. Acceptance of gifts/donations

Tim O'Connor moved, Bo Sullivan seconded to approve the acceptance of the following gifts/donations to be deposited in the Student Connectivity Account

- Carmel Steger, Wood Rd, Westfield, \$100.00
- Elm Electrical, Union Street, Westfield, \$1,500.00
- Westfield Public Schools, Westfield Centennial Lions Club, \$500.00, to be used for the annual Thanksgiving Day food drive, deposited in VIPS account
- Munger Hill Elementary School, Chloe Callahan & friends, \$195.00, educational purposes, gift account
- Westfield Technical Academy Business Department, Westfield Bank, \$1,000.00, educational purposes, gift account
- Westfield Technical Academy, Ponders Hollow Custom Wood Flooring & Millwork, Westfield, 1,500 bd ft clear pine lumber, approximate value \$3,000 educational purposes
- Westfield Technical Academy, Advanced Manufacturing, Inc., 12' bars of steel, aluminum, and brass, approximate value \$2,993.81, educational purposes
- Westfield Technical Academy Automotive Technology Dept., Frances Slasienski, Woodside Terrace, Westfield, 2006 Ford Five-Hundred, approximate value \$2,000.00, educational purposes

The following roll call vote was taken:

| | | |
|------------------|----------|---------------------------------|
| | <u>Y</u> | <u>N</u> |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | absent | |
| Ramon Diaz | X | |
| Diane Mayhew | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | 0 <u> </u> motion passes |

b. Acceptance of Grant – Safe and Supportive School Grant

Diane Mayhew moved, Cindy Sullivan seconded to accept the Safe and Supportive Schools Grant in the amount of \$10,000. The purpose of the grant is to provide funding to school districts to organize, integrate, and sustain district-wide efforts to create safe and supportive school environments.

The following roll call vote was taken:

| | | |
|------------|----------|----------|
| | <u>Y</u> | <u>N</u> |
| Ramon Diaz | absent | |

| | | |
|------------------|----------|-----------------|
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | 0 motion passes |

c. Other

16. Mayor's update: Mayor Humason provided an update.

17. School Committee update: Tim O'Connor congratulated and thanked Ralph & Sue Figy, and members of the community, for all their hard work on the annual food drive. Ralph Figy reported that a total 292 families received Thanksgiving Day meals.

18. Items for referral to subcommittee: none

19. Old business: none

20. Subcommittee Reports/Recommendations

a. Reports: Special School Committee meeting, December 7, 2020

Diane Mayhew reported that a special school committee was held earlier this evening and policies were reviewed.

b. Minutes: none

21. Other items not reasonably anticipated 48 hours prior to the meeting: none

22. Next regular School Committee meeting: TBD – December 21, 2020

At 8:10 pm Tim O moved, Bo Sullivan seconded to adjourn the meeting.

The following roll call vote was taken:

| | | |
|------------------|----------|-----------------|
| | <u>Y</u> | <u>N</u> |
| Diane Mayhew | X | |
| Bo Sullivan | X | |
| Cindy Sullivan | X | |
| Heather Sullivan | absent | |
| Ramon Diaz | X | |
| Tim O'Connor | X | |
| Chairman Humason | <u>X</u> | |
| | 6 | 0 motion passes |

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

A true copy, Attest:

Cindy Sullivan, member
Westfield School Committee

CS/cm