

January 7, 2019

A meeting of the Westfield School Committee was held on Monday, January 7, 2019, at 7:00 pm in the City Council Chambers at City Hall, 59 Court Street, Westfield, MA. Members present by roll call were: Mr. Ramon Diaz, Mrs. Diane Mayhew, Mr. Tim O'Connor, Mr. Bo Sullivan, Mrs. Cindy Sullivan, and Chairman Brian Sullivan. Mrs. Heather Sullivan was not in attendance.

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: none

3. Above and Beyond Certificate:

Superintendent Czaporowski presented Rebecca Hart with the *Above and Beyond Certificate*. Rebecca is the Director of the Westfield Food Pantry, Highland Elementary School parent, and member of their PTO. Mr. Czaporowski thanked Rebecca for all of her hard work and support.

4. Westfield High School student representative:

Aidan Chisholm provided an update to the committee on recent and upcoming events.

Cindy Sullivan congratulated Aiden for being selected as a nominee for the US Presidential Scholars program.

5. Election of School Committee Officers - Vice Chair & Secretary

Diane Mayhew moved, Tim O'Connor seconded to nominate Ramon Diaz as Vice Chair to the School Committee. No other nominations were made.

The following roll call vote was taken:

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

Diane Mayhew moved, Tim O'Connor seconded to nominate Cindy Sullivan as Secretary to the School Committee. No other nominations were made.

The following roll call vote was taken:

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

6. Announcement of Subcommittee Assignments:  
Vice Chair Ramon Diaz announced the following subcommittee assignments:  
Instruction & Curriculum  
Heather Sullivan, Chairperson  
Diane Mayhew, Member  
  
Human Resources & Policy  
Diane Mayhew, Chairperson  
Heather Sullivan, Member  
  
Educational Planning & Technology  
Cindy Sullivan, Chairperson  
Bo Sullivan, Member  
  
Finance  
Tim O'Connor, Chairperson  
Cindy Sullivan, Member
7. Approval of special joint meeting minutes of the Westfield School Committee and Westfield City Council, December 17, 2018:  
Cindy Sullivan moved, Ramon Diaz seconded to approve the special joint meeting minutes of the Westfield School Committee and the Westfield City Council, December 17, 2018. All were in favor. Motion passes.
8. Approval of regular School Committee meeting minutes, December 17, 2018:  
Cindy Sullivan moved, Ramon Diaz seconded to approve the regular School Committee meeting minutes, December 7, 2018. All were in favor. Motion passes.
9. 2<sup>nd</sup>/final, by title only, of School Committee policies:
  - a. File: BEDH Public Participation at School Committee Meetings  
Cindy Sullivan moved, Diane Mayhew seconded a 2<sup>nd</sup>/final reading, by title only, of policy File: BEDH Public Participation at School Committee Meetings. All were in favor. Motion passes.
  - b. File: JJH Student Travel  
Cindy Sullivan moved, Diane Mayhew seconded a 2<sup>nd</sup>/final reading, by title only, of policy File: JJH Student Travel. All were in favor. Motion passes.

c. File: JI Student Rights and Responsibilities  
 Cindy Sullivan moved, Diane Mayhew seconded a 2<sup>nd</sup>/final reading, by title only, of policy File: JI Student Rights and Responsibilities. All were in favor. Motion passes.

10. Acceptance of Westfield Public Schools Financial Reports, December 2018:  
 Cindy Sullivan moved, Ramon Diaz seconded to accept the Westfield Public Schools Financial Reports, December 2018.

The following roll call vote was taken:

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

11. Report of the signed weekly warrants:  
 Cindy Sullivan reported that the following warrants were signed:  
 December 14, 2018 = 16 batches totaling \$293,205.43  
 December 21, 2018 = 19 batches totaling \$541,877.56  
 December 28, 2018 = 20 batches totaling \$488,303.62  
 January 4, 2019 = 13 batches totaling \$211,453.22

12. Budget Transfer:  
 Diane Mayhew moved, Tim O'Connor seconded to approve a budget transfer in the amount of \$19,600 from account 50067239/511400 Substitute Teacher to account 56523230/531000 Special Education Contract Services.

The following roll call vote was taken:

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

13. Superintendent's Reports:  
 a. Acceptance of gift/donation  
 Tim O'Connor moved, Diane Mayhew seconded to accept the following gifts/donations:  
 - Fort Meadow Early Childhood Center, Lifetouch Studios, \$669.05, educational purposes, gift account

- Abner Gibbs Elementary School, Your Cause, \$10.00, educational purposes, gift account
- Franklin Avenue Elementary School, Lifetouch Studios, \$624.96, educational purposes, gift account
- Highland Elementary School, Lifetouch Studios, \$963.20, educational purposes, gift account
- Westfield Intermediate School, St. Mary’s School \$400.00, backboard padding, school use
- Westfield Intermediate School, Bridget Matthews-Kane, donation of books for library, estimated value \$221.84, student use – Joseph J. O’Connor Library
- Westfield High School Athletics, Westfield Bank, \$10,000.00, WHS Physical Education Department for fitness room equipment and fitness room improvements

The following roll call vote was taken:

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

Mr. O’Connor thanked Westfield Bank for their continual support of the Westfield Public Schools.

b. Acceptance of new grant: Turnaround Assistance Grant

Cindy Sullivan moved, Tim O’Connor moved to accept a new Grant called the Turnaround Assistance Grant in the amount of \$10,000.00.

The following roll call vote was taken:

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

c. Other

Superintendent Czaprowski introduced Rachel Kania, Food Service Supervisor. Rachel provided a brief overview of the My School Bucks program. The program gives parents/guardians an easy way to pay for school meals and check balances electronically.

Mr. Czaporowski also updated the committee regarding the NEASC re-visit to Westfield High School. He thanked everyone for their support and made note of several achievements across the district in 2018:

- Closing Russell Elementary School to bring all students and staff back to Westfield
- Closing of North Middle and South Middle schools and opening Westfield Intermediate and Middle Schools, bringing together all our students in grades 5-8 as one united student body
- Double digit accountability percentage increases at Abner, Franklin, Highland, and Westfield Technical Academy
- Student dropout rate reduced from 2.2% to 1.2%
- Increase in 4-year graduation rate from 85.1% to 86.5%
- 100% increase in students taking dual enrollment courses at local colleges and universities
- Renewed National Association of Education of Young children accreditation for Fort Meadow Early Childhood Center
- Over 2000 Chromebooks purchased for students across the district
- Massachusetts School Building Authority (MSBA) invitation into the Eligibility Period for the expansion of Franklin Avenue Elementary to include Franklin Ave and Abner Gibbs staff and students

14. Mayor's update: No update

15. School Committee update:

Diane Mayhew stated she will update the committee in March regarding the School Committee policy work accomplished in 2018.

16. Items for referral to subcommittees:

Diane Mayhew moved, Tim O'Connor seconded to refer the following policies to the Human Resources & Policy Subcommittee:

File: KA School/Community Relations Goals

File: KB Public Information Program

File: JEA Compulsory Attendance Areas

All were in favor. Motion passes.

17. Old business: none

18. Subcommittee Reports/Recommendations

a. Reports: Diane Mayhew reported the subcommittee met earlier this evening to review two policies. One policy was tabled and one policy will be brought forward at the next meeting.

b. Minutes: none

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

Tim O'Connor congratulated Ramon Diaz on his appointment as Vice Chair and thanked Cindy Sullivan for her work as Vice Chair. Chairman Sullivan thanked Diane Mayhew for her work as Secretary and congratulated Ray and Cindy.

21. Next regular School Committee meeting: February 4, 2019  
Joint School Committee and WTA General Advisory Committee meeting,  
Tuesday, January 22, 2019

At 7:50 pm Ramon Diaz moved, Cindy Sullivan 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