

May 20, 2019

A meeting of the Westfield School Committee was held on Monday, May 20, 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. Heather Sullivan, and Chairman Brian Sullivan. Mrs. Cindy Sullivan was not in attendance.

At 7:01 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. Abner Gibbs Elementary School presentation:

Principal Burgess introduced Kelley Maher and kindergarten students. Students presented on ways of matter (solid, liquids, gas).

4. Westfield High School student representative:

An update was provided by Aidan Chisholm.

5. Pioneer Valley STEM network presentation:

Superintendent Czaporowski introduced Lauren Figy and Dr. Jennifer Hanselman, Dean of the College of Mathematics and Sciences from Westfield State University. A presentation was shared with the committee regarding the Pioneers Valley STEM network.

6. Above and Beyond Certificates:

As an outgrowth of the Westfield 350th Education subcommittee, a plan was developed to share a part of the *Time In Westfield* play with our third and fourth students to teach them about Westfield's history. Volunteers shared a brief excerpt from the play. Certificates were presented to: Kathy Palmer, Laurie Furkey, Carly Bannish, Candy Pennington, Linda Slozak, Bill Stroud, Woody Darling, Carol Palmer, Rock Palmer, and Dr. Robert Brown.

7. Approval of regular School Committee meeting minutes, May 6, 2019:

Ramon Diaz moved, Tim O'Connor seconded to approve the regular School Committee meeting minutes of May 6, 2019. All were in favor. Motion passes.

8. Approval of home school applications H128-1819 and HE129-1819 for the 2018/19 school year:

Bo Sullivan moved, Heather Sullivan seconded to approve home school applications HE128-1819 and HE129-1819 for the 2018/2019 school year. All were in favor. Motion passes.

9. Approval of field trips:
 - a. Westfield Middle School, High Meadows, Granby, Connecticut, June 13, 2019:
Bo Sullivan moved, Ramon Diaz seconded to approve the Westfield Middle School trip for students to go to High Meadows located in Granby, Connecticut on June 13, 2019. All were in favor. Motion passes.
 - b. Westfield High School Pathway Program, Lake Compounce, Bristol Connecticut, May 29, 2019
Bo Sullivan moved, Heather Sullivan seconded to approve the Westfield High School Pathway Program trip for students to go to Lake Compounce located in Bristol, Connecticut on May 29, 2019. All were in favor. Motion passes.
 - c. Westfield Technical Academy, Kentucky Expo Center, National Championship Competition, Louisville, Kentucky, June 25-30, 2019
Bo Sullivan moved, Heather Sullivan seconded to approve the Westfield Technical Academy trip for students to go to the Kentucky Expo Center located in Louisville, Kentucky, to allow students to participate in the National Championship/ Skills USA, June 25-30, 2019. All were in favor. Motion passes.
10. 2nd/final reading, by title only, of School Committee policies:
 - a. File: DBG Budget Adoption Procedure
Heather Sullivan moved, Diane Mayhew seconded for a 2nd/final reading, by title only, of Policy File: DBG Budget Adoption Procedure. All were in favor. Motion passes.
 - b. File: DBI Budget Account Deficit Policy
Heather Sullivan moved, Diane Mayhew seconded for a 2nd/final reading, by title only, of Policy File: DBI Budget Account Deficit Policy. All were in favor. Motion passes.
 - c. File: DBI-R Budget Transfer Procedures
Heather Sullivan moved, Diane Mayhew seconded for a 2nd/final reading, by title only, of Policy File: DBI-R Budget Transfer Procedures. All were in favor. Motion passes.
 - d. File: DG Deposits of Receipts and Revenues
Heather Sullivan moved, Diane Mayhew seconded for a 2nd/final reading, by title only, of Policy File: DG Deposits of Receipts and Revenues. All were in favor. Motion passes.
 - e. File: DI Fiscal Accounting and Reporting
Heather Sullivan moved, Diane Mayhew seconded for a 2nd/final reading, by title only, of Policy File: DI Fiscal Accounting and Reporting. All were in favor. Motion passes.

f. File: DIB Types of Funds

Heather Sullivan moved, Diane Mayhew seconded for a 2nd/final reading, by title only, of Policy File: DIB Types of Funds. All were in favor. Motion passes.

g. File: DK Payment Procedures

Heather Sullivan moved, Diane Mayhew seconded for a 2nd/final reading, by title only, of Policy File: DK Payment Procedures. All were in favor. Motion passes.

11. Report of weekly signed warrants:

Diane Mayhew reported the following warrants were signed by Cindy Sullivan:

May 3, 2019 = 16 batches totaling \$218,154.31

May 10, 2019 = 16 batches totaling \$551,724.00

12. Budget Transfers

Ramon Diaz moved, Tim O'Connor seconded to approve the following transfer:

- \$30,500 from account #52623232/511100 Paper Mill Autism Assistants into account #56523230/531000 SpEd Contracted Services

The following roll call vote was taken:

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

Ramon Diaz moved, Tim O'Connor seconded to approve the following transfer:

- \$8,000 from account 52623233/511100 Paper Mill SpEd Paras into account #56523230/531000 SpEd Contracted Services

The following roll call vote was taken:

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

Ramon Diaz moved, Tim O'Connor seconded to approve the following transfer:

- \$8,000 from account #52623232/511300 Paper Mill Speech Paras into account #56523230/531000 SpEd Contracted Services

The following roll call vote was taken:

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

Ramon Diaz moved, Tim O'Connor seconded to approve the following transfer:

- \$30,000 from account # 50072233/511110 PT Instructional Support-Sub Aides into account #56523910/532001 SpEd Tuitions – Instate

The following roll call vote was taken:

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

Ramon Diaz moved, Bo Sullivan seconded to approve the following transfer:

- \$11,500 from account #52623232/511100 PMES Autism Assistants into account #56523910/532001 SpEd Tuitions – Instate

The following roll call vote was taken:

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

Ramon Diaz moved, Bo Sullivan seconded to approve the following transfer:

- \$80,000 from account #50081230/512400 Out of Grade into account #56523910/532001 SpEd Tuitions – Instate

The following roll call vote was taken:

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

Ramon Diaz moved, Tim O'Connor seconded to approve the following transfers:

- \$48,753 from account #50081510/519900 Severance into account #56523910/532001 SpEd Tuitions – Instate
- \$30,000 from account #52823233/511100 WIS SpEd Aides into account #56523910/532001 SpEd Tuitions – Instate
- \$38,184 from account #52823230/511200 WIS SpEd Teacher into account #56523910/532001 SpEd Tuitions – Instate
- \$27,172 from account #52813230/511200 WIS Math into account #56523910/532001 SpEd Tuitions – Instate
- \$16,000 from account #53048230/511200 WHS Industrial Arts into account #56523910/532001 SpEd Tuitions – Instate
- \$5,000 from account #53495141/511100 Clerical Overtime into account #56523910/532001 SpEd Tuitions – Instate
- \$60,000 from account #50067239/511400 Long Term Substitute into account #56523910/532001 SpEd Tuitions – Instate

The following roll call vote was taken:

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

13. Superintendent's Reports:

a. Acceptance of gifts/donations

- Abner Gibbs Elementary School, Your Cause, \$10.00, educational purposes, gift account
- Abner Gibbs Elementary School, Abner Gibbs PTO, \$10,000.00, playground

equipment

- Westfield Middle School, Polish National Credit Union, \$600.00, National Honor Society Banquet on May 15, 2019
- Westfield High School Athletics, in memory of Kevin J. Sullivan, Westfield Intermediate School, \$350.00, athletics, gift account

The following roll call vote was taken:

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

b. Acceptance of Grant – Westfield State University grant

Ramon Diaz moved, Bo Sullivan seconded to accept the grant called the Westfield State University (WSU) funding grant in the amount of \$50,000.

The following roll call vote was taken:

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

c. Other

Superintendent Czaporowski updated the committee on events throughout the week and upcoming events in the schools.

14. Mayor's update: none

15. School Committee update: none

16. Items for referral to subcommittees: none

17. Old business: none

18. Subcommittee Reports/Recommendations

a. Reports: Diane Mayhew reported that the Human Resources & Policy Subcommittee met earlier this evening to review policies.

b. Minutes: none

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

20. Next regular School Committee meeting: June 3, 2019

At 8:16 pm Diane Mayhew moved, Ramon Diaz seconded to adjourn the meeting. All were in favor. Motion passes.

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

A true copy, Attest:

Cindy Sullivan, Secretary
Westfield School Committee

CS/cm