

June 4, 2018

A meeting of the Westfield School Committee was held on Monday, June 4, 2018, 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, Mrs. Cindy Sullivan, Mrs. Heather Sullivan, Mr. Kevin J. Sullivan, and Chairman Brian Sullivan.

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. Munger Hill Elementary School presentation:

Mr. Frieri introduced a few students from Mrs. Gaylord's Drama Club. Costumed students presented on Westfield's Old Burial Ground.

4. Westfield High School student representatives:

Aiden Chisholm provided an update to the committee regarding recent and upcoming events at Westfield High School.

5. Memorandum of Understanding with the Westfield Public Schools, Westfield Police Department, Hampden County District Attorney's Office:

Diane Mayhew moved, Kevin Sullivan seconded to approve the Memorandum of Understanding between the Westfield Public Schools, the Westfield Police Department, and the Hampden County District Attorney's Office, as presented. The document recognizes the formal working relationships agreed upon by participating agencies for the purpose of providing a safe and violence-free educational setting.

The following roll call vote was taken:

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

6. Approval of School Committee meeting minutes, May 21, 2018:

Kevin Sullivan moved, Heather Sullivan seconded to approve the School Committee meeting minutes of May 21, 2018. All were in favor. Motion passes.

7. 1st reading, by title only, of policies:
 - a. File: ECAC Vandalism
Cindy Sullivan moved, Diane Mayhew seconded to approve a 1st reading, by title only of File: ECAC Vandalism. All were in favor. Motion passes.
8. 2nd/final reading, by title only, of policies:
 - a. File: EDC Authorized use of School-Owned Materials
Note: the above policy required a 1st reading not a 2nd/final reading
Cindy Sullivan moved, Diane Mayhew seconded to approve a 1st reading, by title only, of File: EDC Authorized use of School-Owned Materials. All were in favor. Motion passes.
 - b. File: EEAA Transportation
Cindy Sullivan moved, Diane Mayhew seconded to approve a 2nd/final reading, by title only, of policy File: EEAA Transportation. All were in favor. Motion passes.
 - c. File: GBEBD Online Fundraising and Solicitations – Crowdfunding
Cindy Sullivan moved, Diane Mayhew seconded to approve a 2nd/final reading, by title only, of policy File: GBEBD Online Fundraising and Solicitations – Crowdfunding. All were in favor. Motion passes.
 - d. File: ILD Student Submission to Educational Surveys and Research
Cindy Sullivan moved, Diane Mayhew seconded to approve a 2nd/final reading, by title only, of policy File: ILD Student Submission to Educational Surveys and Research. All were in favor. Motion passes.
 - e. File: KCD Public Gifts to the Schools
Cindy Sullivan moved, Diane Mayhew seconded to approve a 2nd/final reading, by title only, of policy File: KCD Public Gifts to the Schools. All were in favor. Motion passes.
9. Rescind policies:
 - a. File: ECAC Energy Conservation
Cindy Sullivan moved, Diane Mayhew seconded to rescind policy File: ECAC Energy Conservation. All were in favor. Motion passes.
 - b. File: ECAB Vandalism
Cindy Sullivan moved, Diane Mayhew seconded to rescind policy File: ECAB Vandalism. All were in favor. Motion passes.
10. Approval of Westfield High School trip, University of New Hampshire, Durham, New Hampshire, June 9, 2018.
Ramon Diaz moved, Cindy Sullivan seconded to rescind agenda item #10 (trip cancelled). All were in favor. Motion passes.
11. Approval of home school applications HE113-1718 and HE114-1718 for the 2017-2018 school year:
Kevin Sullivan moved, Heather Sullivan seconded to approve home school applications HE-113-1718 and HE114-1718 for the 2017-2018 school year. All

were in favor. Motion passes.

12. MIAA Cooperative Team Agreements

- a. Wrestling/Westfield High School & Westfield Technical Academy
Renewal of the co-op.

Diane Mayhew moved, Tim O'Connor seconded to approve the renewal of the MIAA Cooperative Team Agreement between Westfield High School and Westfield Technical Academy for Wrestling. All were in favor. Motion passes.

- b. Girls Ice Hockey/Longmeadow, Westfield, Minnechaug, E. Longmeadow, Ludlow, Sabis, Agawam, Northampton
Renewal of the co-op.

Diane Mayhew moved, Kevin Sullivan seconded to approve the renewal of the MIAA Cooperative Team Agreement with Longmeadow, Westfield, Minnechaug, East Longmeadow, Sabis, Agawam, and Northampton for Girls Ice Hockey. All were in favor. Motion passes.

13. Report of signed weekly warrants:

Cindy Sullivan reported on the weekly warrants signed:

May 25, 2018 = 21 batches totaling \$418,640.68

June 1, 2018 = 20 batches totaling \$274,179.68

14. Approval of Budget Transfers:

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

| Amount | From account | Into account |
|---------------|--|---|
| \$100,000 | 50083413/521001 Electricity | 50083413/521101 Natural Gas |
| \$15,000 | 52523232/511100 MH – Special Services FT Hourly | 52023230/511200 AG Special Education Teacher |
| \$22,000 | 53495141/511100 Clerical OT | 50081510/519900 Severance |
| \$56,285 | 53723280/511300 Russell - Psychologist | 50081510/519900 Severance |
| \$90,000 | 57223330/533011 SPED out-of-district transportation | 57284330/533000 Pupil Transportation |
| \$40,000 | 57284330/533004 Late bus transportation | 50082750/585001 Motor Vehicle Acquisition |
| \$43,889 | 50086910/532001 Voc out-of-district tuitions | 50082750/585001 Motor Vehicle Acquisition |
| \$32,832 | 53272232/511300 Alt Instruction Support | 53272230/511200 Alt Teaching Professional |
| \$39,772 | 53272232/511300 Alt Instruction Support | 50081510/519900 Severance |

The following roll call vote was taken:

| | | |
|--------------|----------|----------|
| | <u>Y</u> | <u>N</u> |
| Ramon Diaz | X | |
| Diane Mayhew | X | |
| Tim O'Connor | X | |

| | | | |
|-------------------|----------|---|------------------------|
| Cindy Sullivan | X | | |
| Heather Sullivan | X | | |
| Kevin Sullivan | X | | |
| Chairman Sullivan | <u>X</u> | | |
| | 7 | - | <u>0</u> motion passes |

15. Superintendent's Reports

a. Acceptance of gifts/donations

Kevin Sullivan moved, Tim O'Connor seconded to accept the following gifts/donations:

- Munger Hill Elementary, Munger Hill PTO, \$2,139.00, educational purposes, gift account
- South Middle School, LG Electronics, LG Minibeam UST projector, value \$649.00, educational purposes
- Westfield High School, District Attorney's office, award of \$10,000.00 to be used for resources, educational purposes, gift account
- Westfield Technical Academy, Mrs. Martha Rios, \$1,000.00, to the Dr. Alfred Rios Memorial Scholarship, educational purposes
- Westfield Technical Academy, Mestek, electronic circuitry components, (resisters, capacitors, blank circuit boards) approximate value \$250.00, educational purposes

The following roll call vote was taken:

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

b. Other

Superintendent Czaporowski updated the committee on the following:

- Career Days at the elementary schools
- National Honor Society Banquet
- National Junior Honor Society
- Westfield High School band awards
- Russell Elementary School Spring Concert
- Westfield High Schools As Schools Match Wits

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

17. School Committee update: none

18. Items for referral to subcommittees: none

19. Old business: none

20. Subcommittee Reports/Recommendations:

- a. Reports: none
- b. Minutes: Human Resources & Policy Subcommittee, May 21, 2018
Cindy Sullivan moved, Diane Mayhew seconded to approve the Human Resources and Policy Subcommittee meeting minutes of May 21, 2018.
All were in favor. Motion passes.

Ramon Diaz moved, Tim O'Connor seconded to approve the Finance Subcommittee meeting minutes of April 30, 2018. All were in favor. Motion passes.

21. Next regular School Committee meeting: June 18, 2018

At 7:45 pm Kevin 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:

Diane Mayhew, Secretary
Westfield School Committee

DM/cm