

November 21, 2016

A meeting of the Westfield School Committee was held on Monday, November 21, 2016, at 7:00 pm in the City Council Chambers, City Hall, 59 Court Street. Members present by roll call were: Mr. Bill Duval, Mr. Jeffrey Gosselin, Mrs. Diane Mayhew, Mrs. Cindy Sullivan, Mr. Kevin J. Sullivan, Mr. Ramon Diaz, and Chairman Brian Sullivan.

At 7:01 pm Chairman Sullivan called the meeting to order.

1. Pledge of Allegiance:

A few members from Boy Scout Troop 180 were in attendance and lead everyone in the Pledge of Allegiance.

Chairman Sullivan asked if anyone was taping the meeting and if so, please state your name and address: no response.

2. Public participation, excluding personnel: none

3. Munger Hill Elementary School presentation:

Mr. Frieri, Principal, and Choral Instructor Taylor Hildack, along with the grade 4/5 chorus were in attendance. Students sang "Shalom" and "All you need is love."

4. Empty Bowl Fundraiser:

Monica DeFranca, Ann Marie Picard, Sue Willey, and Karen West were in attendance and updated to the committee regarding the Empty Bowl Fundraiser. The fundraiser raised \$1,550 for the Westfield Food Pantry.

5. Volunteers in Public Schools update:

Ms. Tina Macy, Coordinator, was in attendance and updated the committee.

6. Approval of the November 7, 2016 School Committee meeting minutes:

Mr. Diaz moved, M. Duval seconded to approve the regular School Committee meeting minutes of November 7, 2016. All were in favor. Motion passes.

7. Approval of home school applications HE93-1617 to HE102-1617:

Mrs. Sullivan moved, Mr. Gosselin seconded to approve home school applications HE93-1617 to HE102-1617 for the 2016-2017 school year. All were in favor. Motion passes.

8. Approval of field trips:

a. Mr. Sullivan moved, Mr. Diaz seconded to approve the Paper Mill Elementary School trip to the New England Air Museum located in Windsor Locks, Connecticut, on December 20, 2016. All were in favor. Motion passes.

b. Mr. Sullivan moved, Mr. Diaz seconded to approve the Paper Mill Elementary trip to the New England Air Museum located in Windsor Locks, Connecticut, on December 20, 2016. All were in favor. Motion passes.

- c. Mr. Sullivan moved, Mr. Diaz seconded to approve the Paper Mill Elementary School trip to the New England Air Museum in Windsor Locks, Connecticut, on December 21, 2016. All were in favor. Motion passes.
- d. Mr. Sullivan moved, Mr. Diaz seconded to approve the North Middle School trip to High Meadows located in North Granby, Connecticut, on June 14, 2017. All were in favor. Motion passes.
- e. Mr. Sullivan moved, Mr. Diaz seconded to approve the Westfield High School trip to attend the Computer Technology Expo at the Foxwoods Tower, located in Ledyard, Connecticut, December 2, 2016. All were in favor. Motion passes.

9. Approval of the Westfield Public Schools Custodian Association Successor Agreement, 2016-2019:

Mrs. Sullivan moved, Mr. Sullivan seconded to approve the Westfield Public Schools Custodian Association Successor Agreement, 2016-2019, as presented, and authorize the Chair to sign on behalf of the committee.

The following roll call vote was taken:

	<u>Y</u>		<u>N</u>	
Mrs. Mayhew	X			
Mrs. Sullivan	X			
Mr. Sullivan	X			
Mr. Duval	X			
Mr. Gosselin	X			
Mr. Diaz	X			
Chairman Sullivan	<u>X</u>			
	7	-	<u>0</u>	motion passes

10. 1st reading, by title only, of policies:

a. File: BG School Committee Policy Development

Mr. Duval moved, Mrs. Mayhew seconded for a first reading, by title only, of amended policy File: BG School Committee Policy Development. Motion passes. All were in favor.

b. File: BGB Policy Adoption

Mr. Duval moved, Mrs. Mayhew seconded for a first reading, by title only, of amended policy File: BGB Policy Adoption. All were in favor. Motion passes.

c. File: BGE Policy Dissemination

Mr. Duval moved, Mrs. Mayhew seconded for a first reading, by title only, of amended policy File: BGE Policy Dissemination. All were in favor. Motion passes.

d. File: BGF Suspension of Policies

Mr. Duval moved, Mrs. Mayhew seconded for a first reading, by title only, of amended policy File: BGF Suspension of Policies. All were in favor. Motion passes.

e. File: BDG School Attorney

Mr. Duval moved, Mrs. Mayhew seconded for a first reading, by title only, of amended policy File: BDG School Attorney. All were in favor. Motion passes.

11. 2nd/final reading, by title only, of policies:
- a. File: BDD School Committee – Superintendent Relationship
Mr. Duval moved, Mrs. Mayhew seconded for a 2nd/final reading, by title only, of revised policy File: BDD School Committee – Superintendent Relationship. All were in favor. Motion passes.
 - b. File: BDE Subcommittees of the School Committee
Mr. Duval moved, Mrs. Mayhew seconded for a 2nd/final reading, by title only of amended policy File: BDE Subcommittees of the School Committee. All were in favor. Motion passes.
 - c. File: BEDD Rules of Order
Mr. Duval moved, Mrs. Mayhew seconded for a 2nd/final reading, by title only, of revised policy File: BEDD Rules of Order. All were in favor. Motion passes.
 - d. File: BEDF Voting Method
Mr. Duval moved, Mrs. Mayhew seconded for a 2nd/final reading, by title only, of revised policy File: BEDF Voting Method. All were in favor. Motion passes.
12. Motion to rescind policies:
- a. Motion to rescind policy File: BFA Policy Development System
Mr. Duval moved, Mrs. Mayhew seconded to rescind policy File: BFA Policy Development System. All were in favor. Motion passes.
 - b. Motion to rescind policy File: BFB Preliminary Development of Policies
Mr. Duval moved, Mrs. Mayhew seconded to rescind policy File: BFB Preliminary Development of Policies. All were in favor. Motion passes.

13. Budget Transfers:

Mrs. Sullivan moved, Mr. Diaz seconded to approve the following budget transfer:

<u>Amount</u>	<u>From Acct#/Title</u>	<u>To Acct #/Title</u>
\$38,157	52523271/511300 Munger Hill Counselor	50085320/511300 Health & Safety Supervisor

The following roll call vote was taken:

	<u>Y</u>	<u>N</u>	
Mrs. Mayhew	X		
Mrs. Sullivan	X		
Mr. Sullivan	X		
Mr. Duval	X		
Mr. Gosselin	X		
Mr. Diaz	X		
Chairman Sullivan	<u>X</u>		
	7	-	<u>0</u> motion passes

Mrs. Sullivan moved, Mr. Diaz seconded to approve the following budget transfer:

<u>Amount</u>	<u>From Acct#/Title</u>	<u>To Acct #/Title</u>
\$46,808	52219232/511300 Highland Speech	56585320/511300 Contract Services

The following roll call vote was taken:

	<u>Y</u>	<u>N</u>
Mrs. Sullivan	X	
Mr. Sullivan	X	
Mr. Duval	X	
Mr. Gosselin	X	
Mrs. Mayhew	X	
Mr. Diaz	X	
Chairman Sullivan	<u>X</u>	
	7	0

- 0 motion passes

Mrs. Sullivan moved, Mrs. Mayhew seconded to approve the following budget transfer:

<u>Amount</u>	<u>From Acct#/Title</u>	<u>To Acct #/Title</u>
\$21,120	56519232/511000 Highland Speech	56523232/531000 Contract Service

The following roll call vote was taken:

	<u>Y</u>	<u>N</u>
Mr. Sullivan	X	
Mr. Duval	X	
Mr. Gosselin	X	
Mrs. Mayhew	X	
Mrs. Sullivan	X	
Mr. Diaz	X	
Chairman Sullivan	<u>X</u>	
	7	0

- 0 motion passes

14. Acceptance of November 2016 Westfield Public Schools Financial Statements:
Mrs. Sullivan moved, Mr. Diaz seconded to accept the November 2016 Westfield Public Schools Financial Statements.

The following roll call vote was taken:

	<u>Y</u>	<u>N</u>
Mr. Duval	X	
Mr. Gosselin	X	
Mrs. Mayhew	X	
Mrs. Sullivan	X	
Mr. Sullivan	X	
Mr. Diaz	X	
Chairman Sullivan	<u>X</u>	
	7	0

- 0 motion passes

13. Superintendent's Report

a. Acceptance of gifts/donations:

Mr. Gosselin moved, Mr. Sullivan seconded to accept the following gifts/donations:

- South Middle School, Walmart, school supplies approximate value \$3,250.00 (3 ring binders, pocket dividers, pencils, etc.), school use
- Westfield High School, Columbia Manufacturing Company, 4 sit/stand student desks, approximate value \$232.00

The following roll call vote was taken:

	<u>Y</u>		<u>N</u>	
Mr. Gosselin	X			
Mrs. Mayhew	X			
Mrs. Sullivan	X			
Mr. Sullivan	X			
Mr. Duval	X			
Mr. Diaz	X			
Chairman Sullivan	<u>X</u>			
	7	-	<u>0</u>	motion passes

b. Approval of new Grant:

Mrs. Sullivan moved, Mr. Diaz seconded to approve the new grant - STARS Residencies Grant in the amount of \$3,400.00

The following roll call vote was taken:

	<u>Y</u>		<u>N</u>	
Mrs. Mayhew	X			
Mrs. Sullivan	X			
Mr. Sullivan	X			
Mr. Duval	X			
Mr. Gosselin	X			
Mr. Diaz	X			
Chairman Sullivan	<u>X</u>			
	7	-	<u>0</u>	motion passes

c. School Choice Expenditure:

Mrs. Sullivan moved, Mr. Diaz seconded to approve an expenditure of \$35,708.00 from the School Choice Revolving Account to pay for last year's utility bills at Russell Elementary School (July 2015-June 2016)

The following roll call vote was taken:

	<u>Y</u>		<u>N</u>	
Mrs. Sullivan	X			
Mr. Sullivan	X			
Mr. Duval	X			
Mr. Gosselin	X			
Mrs. Mayhew	X			
Mr. Diaz	X			
Chairman Sullivan	<u>X</u>			
	7	-	<u>0</u>	motion passes

Mrs. Sullivan and Mr. Gosselin requested that protocols be established to avoid using School Choice Funds for Russell Elementary utility bills.
Mr. Rix assured the committee this would not happen again.

d. Other:

Mr. Czaporowski provided an update on the recent activities.

16. Mayor's update:

Mayor Sullivan updated the committee.

17. School Committee update:

Mrs. Mayhew announced that her dog, Maggie, recently completed the K9 for Kids Pediatric Training. She is looking forward to participating in the Read to Rover program.

Mrs. Sullivan stated that she would like the District and the School Committee to look at the district's Health Curriculum.

Mr. Czaporowski responded that the Curriculum Director and the Drug Task Force are currently looking at the curriculum recommended by Dr. Ruth Potee. Also, he stated that the district has been seeking funds for the new curriculum.

18. Items for referral to subcommittees:

Mrs. Mayhew moved, Mr. Duval seconded to the following School Committee policies to the Human Resources & Policy Subcommittee: JKA, BG, AFA, and draft of a newly proposed policy on WPS Meal Charging. All were in favor. Motion passes.

19. Old business: none

20. Subcommittee Reports/Recommendations:

a. Reports: Mrs. Mayhew reported the Human Resources & Policy Subcommittee met on November 14, 2016 and the report was given earlier in the meeting.

b. Minutes:

Mrs. Mayhew moved, Mr. Duval seconded to approve the Human Resources & Policy Subcommittee meeting minutes of November 14, 2016. All were in favor. Motion passes.

21. Next regular School Committee meeting: December 5, 2016

At 8:29 pm Mrs. Mayhew moved, Mr. Sullivan 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