

April 1, 2019

A meeting of the Westfield School Committee was held on Monday, April 1, 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, Mrs. Heather Sullivan, and Chairman Brian Sullivan.

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: no response

2. Public participation, excluding personnel:

Brian Hoose, Arnold Street, Westfield

Brian spoke about all of the great things happening in Westfield and commended everyone.

3. Franklin Avenue Elementary School presentation:

Principal Tolpa introduced Mrs. Rosario and students. Mrs. Rosario explained how STMath Puzzle talks are used in the classroom.

4. Westfield High School student representatives:

An update was provided.

5. Approval of regular School Committee meeting minutes, March 18, 2019:

Ramon Diaz moved, Heather Sullivan seconded to approve the regular School Committee meeting minutes of March 18, 2019. All were in favor. Motion passes.

6. Approval of field trips:

a. Westfield High, MA State Science Fair, Mass Institute of Technology, Cambridge, MA, May 3 & 4, 2019

Bo Sullivan moved, Ramon Diaz seconded to approve the Westfield High School trip for students to participate in the MA State Science Fair to be held at the Massachusetts Institute of Technology located in Cambridge, MA, on May 3 & 4, 2019. All were in favor. Motion passes.

b. Westfield Technical Academy, Dave & Buster's Restaurant, Providence, Rhode Island, May 24, 2019

Bo Sullivan moved, Ramon Diaz seconded to approve the Westfield Technical Academy trip for students to go to Dave & Buster's Restaurant located in Providence, Rhode Island on May 24, 2019. All were in favor. Motion passes.

7. Discussion regarding School Committee workshop:

A discussion took place regarding scheduling a School Committee workshop with Glen Koocher from MASC. Ramon Diaz will share dates with the committee after contacting Mr. Koocher.

8. 1st reading, by title only, of School Committee policies:
 - a. File: KA School/Community Relations Goals
Heather Sullivan moved, Diane Mayhew seconded for a 1st reading, by title only, of Policy File: KA School/Community Relations Goals. All were in favor. Motion passes.
 - b. File: KBA School-Parent Guardian Relations Goals
Heather Sullivan moved, Diane Mayhew seconded for a 1st reading, by title only, of Policy File: KBA School-Parent Guardian Relations Goals. All were in favor. Motion passes.
 - c. File: JEA Compulsory Attendance Ages
Heather Sullivan moved, Diane Mayhew seconded for a 1st reading, by title only, of Policy File: JEA Compulsory Attendance Ages. All were in favor. Motion passes.
 - d. File: DA Fiscal Management Goals
Heather Sullivan moved, Diane Mayhew seconded for a 1st reading, by title only, of Policy File: DA Fiscal Management Goals. All were in favor. Motion passes.
 - e. File: DB Annual Budget
Heather Sullivan moved, Diane Mayhew seconded for a 1st reading, by title only, of Policy File: DB Annual Budget. All were in favor. Motion passes.
 - f. File: DBD Budget Planning
Heather Sullivan moved, Diane Mayhew seconded for a 1st reading, by title only, of Policy File: DBD Budget Planning. All were in favor. Motion passes.
9. 2nd/final reading, by title only, of School Committee Policy File: IKF Graduation Requirements:
Heather Sullivan moved, Tim O'Connor seconded a 2nd/final reading, by title only, of School Committee Policy File: IKF Graduation Requirements. All were in favor. Motion passes.
10. Rescind School Committee Policies:
 - a. File: JICG Tobacco use by Students
Heather Sullivan moved, Diane Mayhew seconded to rescind School Committee Policy File: JICG Tobacco use by Students. All were in favor. Motion passes.
 - b. File: DJG Vendor Relations
Heather Sullivan moved, Diane Mayhew seconded to rescind School Committee Policy File: DJG Vendor Relations. All were in favor. Motion passes.
11. School Committee Policies reviewed:
 - a. File: DJF Cooperative Purchasing
Heather Sullivan moved, Diane Mayhew seconded to mark School Committee Policy File: DJF Cooperative Purchasing as reviewed. All were in favor. Motion passes.

b. File: DH Bonded Employees & Offices

Heather Sullivan moved, Diane Mayhew seconded to mark School Committee Policy File: DH Bonded Employees & Offices as reviewed. All were in favor. Motion passes.

12. Report of weekly signed warrants:

March 15, 2019 = 18 batches totaling \$269,930.88

March 22, 2019 = 19 batches totaling \$498,743.15

March 29, 2019 = 16 batches totaling \$358,789.43

13. Acceptance of Special Revenue Accounts

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

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	X		
Heather Sullivan	X		
Ramon Diaz	X		
Chairman Sullivan	<u>X</u>		
	7	-	<u>0</u> motion passes

14. Special Revenue Accounts – transfers, renaming, and closing accounts:

Ramon Diaz moved, Cindy Sullivan seconded to rename the North Middle School Band Account #24406028 to the Intermediate School Band Account and the balance of \$518.01 remains the same.

The following roll call vote was taken:

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

Cindy Sullivan moved, Ramon Diaz seconded to rename the South Middle School Band Account #24406029 to the Middle School Band Account and the balance of \$2,066.80 remains the same. All were in favor. Motion passes.

The following roll call vote was taken:

	<u>Y</u>	<u>N</u>	
Bo Sullivan	X		
Cindy Sullivan	X		
Heather Sullivan	X		

Diane Mayhew	X		
Tim O'Connor	X		
Ramon Diaz	X		
Chairman Sullivan	<u>X</u>		
	7	-	<u>0</u> motion passes

Ramon Diaz moved, Cindy Sullivan seconded to transfer \$1,297.75 from the North Middle School Consumer Science Account #24400928 into the High School Consumer Account # 24400930 and then close the North Middle School Consumer Science Account. All were in favor. Motion passes.

The following roll call vote was taken:

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

Ramon Diaz moved, Diane Mayhew seconded to transfer \$560.90 from the South Middle School Consumer Science Account # 24400929 into the High School Consumer Account # 04400930 and then close the South Middle School Consumer Science 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	X		
Ramon Diaz	X		
Chairman Sullivan	<u>X</u>		
	7	-	<u>0</u> motion passes

Ramon Diaz moved, Cindy Sullivan seconded to transfer \$463.55 from the Russell Elementary School Gift Account # 24400023 into the Highland Elementary School Gift Account #24400022 and then close the Russell Elementary Gift Account.

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	X		
Heather Sullivan	X		

Ramon Diaz	X		
Chairman Sullivan	<u>X</u>		
	7	-	<u>0</u> motion passes

15. Budget Transfer

Ramon Diaz moved, Tim O'Connor seconded to approve a budget transfer in the amount of \$57,246.63 from account 57223330/533012 Special Education Summer Transportation to account 572843300/533000 Regular Day Transportation.

The following roll call vote was taken:

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

14. Superintendent's Reports:

a. Acceptance of gifts/donations

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

- Abner Gibbs Elementary School, YourCause, \$20.00, educational purposes, gift account
- Westfield Technical Academy, David & Mary Nadeau, Hampden, MA, \$50.00 in memory of Ann Bannish, donated to Horticulture Department, gift account

The following roll call vote was taken:

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

b. Acceptance of Grant – Teen Dating Violence Prevention and Intervention Program Grant

Cindy Sullivan moved, Ramon Diaz seconded to accept a competitive grant in the amount of \$17,394 from the Department of Elementary and Secondary Education called the Teen Dating Violence Prevention and Intervention Program Grant. The grant will fund counseling services, professional development for staff, and the purchase of curriculum.

The following roll call vote was taken:

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

c. Other

Superintendent Czaporowski reported on the following:

- A District Dress Down Day has been scheduled for Friday, April 5, 2019. The funds raised will be donated to the Westfield Food Pantry.
- Into the Arts and It's Bandtastic

17. Mayor's update: none

18. School Committee update:

Diane Mayhew stated that she distributed the End of Cycle Summative Evaluation Report for the Superintendent of Schools. The report is usually presented at the last School Committee meeting in June.

Ramon Diaz reported that Heather Sullivan and he are part of the Unit A negotiation team.

19. Items for referral to subcommittees: none

20. Old business: Tim O'Connor recognized that Mayor Brian Sullivan's birthday is April 2! Happy Birthday Mayor!

21. Subcommittee Reports/Recommendations

a. Reports: Diane Mayhew reported that the Human Resources & Policy Subcommittee met on March 25, 2019 to review policies.

b. Minutes: Diane Mayhew moved, Heather Sullivan seconded to approve the Human Resources & Policies Subcommittee, March 18, 2019. All were in favor. Motion passes.

Diane Mayhew moved, Heather Sullivan seconded to approve the Human Resources & Policies Subcommittee, March 25, 2019. All were in favor. Motion passes.

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

Heather Sullivan stated thanked Principal Chris Tolpa for mentioning all the volunteers that help out in our schools. (enclosed)

Ralph Figy, City Council Liaison, was in attendance and addressed the

committee. He stated that one of the Westfield 350 is a Community Pancake Breakfast on Saturday, May 18, 2019. He shared the sponsor form and requested everyone consider becoming a sponsor/adopting a classroom. (enclosed)

21. Next regular School Committee meeting: May 6, 2019

At 8:07 pm Ramon Diaz moved, Cindy 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

CS/cm

Franklin Avenue Collaborations: 2018-19

Volunteers/Organizations	Collaboration	When
WTA Construction Technology led by Matt Gomes	Built Franklin Avenue's Free Little Library so Franklin Families would have access to free books all year long	March 2018 – January 2019
East Mountain Road Transition Program & Mrs. Elander	Garrette, Vlad, Sancia, and others cleared all shrubs and grass from entire front of building; assisted teachers and custodians with moving rooms	Summer 2018
WHS Football Team	Moved FA library from outer campus to main building	Summer 2018
Ann and Tom Woodson on behalf of George's Jewelers & Central Baptist Church	Benches; landscaping; mulch; hired professional painter to paint a classroom	Summer 2018
Chester's Concrete; owner, Chet Comee	Installed our Buddy Benches	Summer 2018
Franklin Parents	Offering supplies and time to do crafts with students for PBIS prizes	On-going
WHS NHS; President Cameron	PTO Babysitting; Dr Seuss readers at our Dr Seuss birthday celebration	On-going
Kelly Brown and the Boys & Girls Club	Scholarships for our families	On-going
First Congregational Church	Continuously provides donations of food for our families over vacations and supplies for our staff and students; donated 10 gallons of paint to paint our hallways	On-going
Read to Rover	Every other week students are able to read to these trained dogs	On-going
FA Mentors: Tony Neuser, Alex Neuser, Ann Murry	Mentor students at FA on a weekly basis	On-going
Officer Steve Naczewicz	Classroom reader and mentor	On-going
Mary @ Dunbarton Public Library, Dunbarton, NH	Book donations to our Little Free Library	On-going
TD Bank and Carmen Santiago	Donation of school supplies for students and teachers	September 2018
Beta Sigma Phi and Ms. Carol Brzys	Donation of school supplies for students and teachers	September 2018
Second Congregational Church	25+ backpacks filled with school supplies for students	September 2018
Unitarian Society of Greater Springfield and Bill Duval for his sponsorship of this grant	\$500 Grant	October 2018

Andrea Allard & the YMCA	8 weeks of after school swim Lessons to 30 Franklin students; scholarships	October – November 2018; ongoing
WHS Reading 2 nd grade Reading Collaboration led by Trish LeClair, Jenn Cotto, and Lindsey Ayers	Students from WHS' Reading program mentored second grade students in reading strategies	Fall 2018
WSU Student s in Reading course led by Terri Griffin, Associate Professor of Education	Every other week WSU reading students used strategies to assist our first grade struggling readers	Fall 2018
WTA Allied Health	Every other week Allied Health Students come to FA to work with students to develop their child development understanding	On-going
WHS Gymnastics Team led by Coach Beth Liquori	Weeded parking lot median	October 2018
WHS Volleyball Team led by Coach Tyler Wingate	Conducted basketball sport clinic	December 2018 & January 2019
Prob and Mina Reshamwala	Donated 8 new winter coats for students	December 2018
The Arbors	Donated knitted and crocheted hats and scarves for students	December 2018
WSU Athletic Dept	Christmas gift donations	December 2018
WPD Cadets	Toys for Students	December 2018
WHS Girls' Basketball Team led by Coach	Conducted basketball sport clinic	January 2019
WHS Career Center	Placement of two students in our first and third grades	January – June 2019
WHS Culinary led by Margaret Toomey	Students made over 300 cupcakes for our Dr. Seuss Reading Celebration	March 2019
WHS Students led by Trish LeClair	Students donated hundreds of books so our FA students and siblings could take a book home for their own at our Dr. Seuss celebration of reading	March 2019
WMS led by Mrs. Janine Modesto	Provider readers and books for our Dr. Seuss celebration of reading	March 2019
WSU's Kappa Delta Pi	Bingo for Books for Franklin Families	March 2019
Lion's Club	SPOT Vision tests for our students	March 2019



350th Community Pancake Breakfast Sponsor Form

One of the Westfield 350 activities is a Community Pancake Breakfast that will be held on Saturday May 18th from 7:30AM to 11:00AM at the Westfield Middle School (South). The breakfast will feature awesome food and family friendly entertainment and activities. Some of the plans include: music, balloons, face painting, coloring, puzzles, yard games, historic games, dunk tank, and historic photo frames for creating memorable family pictures.

We would like to get a breakfast voucher to every child in the Westfield Schools (public, parochial, private, and home school). Tickets the day of the event will be \$3 for youth (elementary and intermediate school age), and \$6 for adults (middle school, high school, and adults). Advance tickets will be \$2 and \$4.

We are asking sponsors to make a tax deductible pledge to cover breakfast for a class full of kids. Cost for a class of 25 is \$50 for elementary and intermediate (Youth), and \$100 for middle school and high school (Teen).

- \$50 for Youth Class \$100 for Teen Class \$25 for ½ Youth Class \$50 for ½ Teen Class
 \$500 as needed \$1000 as needed Other _____

Organization Name: _____

Your Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Do you have a particular class, grade, or school that you would like to sponsor?

Donation payments may be made out to "Westfield 350 Pancake Breakfast" and mailed to:
Westfield 350, PO Box 1715, Westfield, MA 01086
or you may donate online at www.Westfield350.com/pancake-breakfast