

June 3, 2019

A meeting of the Westfield School Committee was held on Monday, June 3, 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: none

2. Public participation, excluding personnel: none

3. Approval of regular School Committee meeting minutes, May 20, 2019:  
Ramon Diaz moved, Tim O'Connor seconded to approve the regular School Committee meeting minutes of May 20, 2019. All were in favor. Motion passes.

4. Approval of Westfield Technical Academy trip, Lebanon Valley Dragway, West Lebanon, New York, May 20, 2019:  
Bo Sullivan moved, Tim O'Connor seconded to approve the field trip for students to go to the Lebanon Valley Dragway located in West Lebanon, New York on June 12, 2019 (with a raindate of June 19<sup>th</sup>). All were in favor. Motion passes.

5. 1<sup>st</sup> reading, by title only, of policy File: KI Visitors to the Schools  
Heather Sullivan moved, Diane Mayhew seconded for a 1<sup>st</sup> reading, by title only, of School Committee policy File: KI Visitors to the Schools. All were in favor. Motion passes.

6. 1<sup>st</sup> reading waived, 2<sup>nd</sup>/final reading, by title only, of policy File: EFD Meal Charge Policy  
Heather Sullivan moved, Diane Mayhew seconded to waive the 1<sup>st</sup> reading and have a 2<sup>nd</sup>/final policy, by title only, of Policy File: EFD Meal Charge Policy, as presented.

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>	
	5	<u>2</u> - motion passes

7. Massachusetts School Building Authority – Franklin Avenue Project  
Superintendent Czaporowski and Mr. Rix reviewed a Power Point Presentation with the committee (attached).

8. Report of weekly signed warrants:

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

May 17, 2019 = 22 batches totaling \$310,379.95

May 24, 2019 = 24 batches totaling \$483,517.50

9. Budget Transfers

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

- \$32,600 from account #55201230/511200 Highland Classroom Teacher into account #52225230/511200 Highland Bilingual Teacher.

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 approve the following transfers:

- \$21,230 from account #50076143/50002 Legal Contracted Services into account #56523920/532003 SpEd Out of State Tuitions
- \$19,610 from account #50083412/520000 Heating – Contracted Services into account #56523920/532003 SpEd Out of State Tuitions
- \$20,000 from account #52525233/511110 Munger Hill Bilingual Paras into account #56523920/532003 SpEd Out of State Tuitions
- \$19,832 from account #50004455/540000 Instructional Software into account #56523920/532003 SpEd Out of State Tuitions

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

Ramon Diaz moved, Cindy Sullivan seconded to approve the following transfer:  
 - \$24,549 from account #55482411/545000 Maintenance Custodian Supplies into account #56523920/532003 SpEd Out of State Tuitions

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

10. 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>
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

11. Superintendent's Reports:

a. Acceptance of gifts/donations

Tim O'Connor moved, Bo Sullivan seconded to accept the following gift/donation:

- Westfield High School, Stop & Shop A+ Awards Program, \$575.61, educational purposes, gift account

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	

b. Other

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

12. Mayor's update: Mayor Sullivan stated that he and Bo Sullivan attended the volunteer brunch. He commended the volunteers in schools, senior center and the officer cadet crew for all they do.

13. School Committee update:  
Cindy Sullivan stated the Superintendent Evaluation will be discussed at the next School Committee meeting.

14. Items for referral to subcommittees:  
Ray Diaz moved, Diane Mayhew seconded to refer policy File: EFD Meal Charge Policy to the Human Resources & Policy Subcommittee. All were in favor.  
Motion passes.

15. Old business: none

16. Subcommittee Reports/Recommendations

a. Reports: none

b. Minutes: Diane Mayhew moved, Heather Sullivan seconded to approve the Human Resources & Policy Subcommittee meeting minutes of May 20, 2019. All were in favor. Motion passes.

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

18. Next regular School Committee meeting: June 17, 2019

At 7:47 pm Ray 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:

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Cindy Sullivan, secretary  
Westfield School Committee

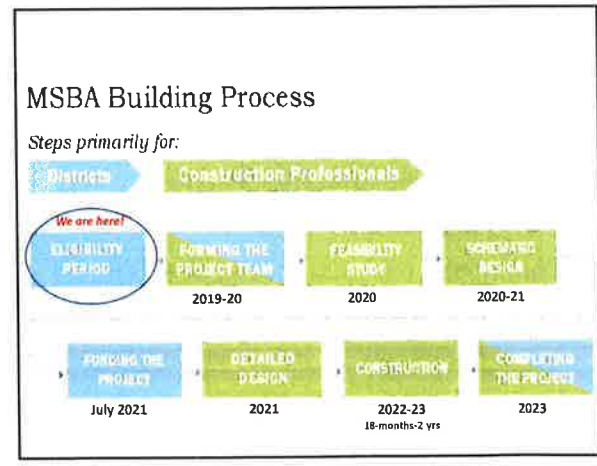



## Agenda

- Where we are.
- Where we're going.
- How you can assist.

### Eligibility Stage – 270 Days

- **Initial Compliance**
- **Establish Building Committee**
- **Educational Profile**
- **Study Maintenance Practices & Enrollment**
- **Community Authority and Funding**





Massachusetts School Building Authority

**Timeline**

- ✓ Statement of Interest - April 2018
- ✓ Invited into Eligibility Stage - In Process
- ✓ Invited for Feasibility Study – 2020
- ✓ Schematic Design – 2020-21
- ✓ Funding the Project – July 2021
- ✓ Detailed Design - 2021
- ✓ Construction – 2022 – (18 months-2 years)
- ✓ Completion – 2023

## Feasibility Study

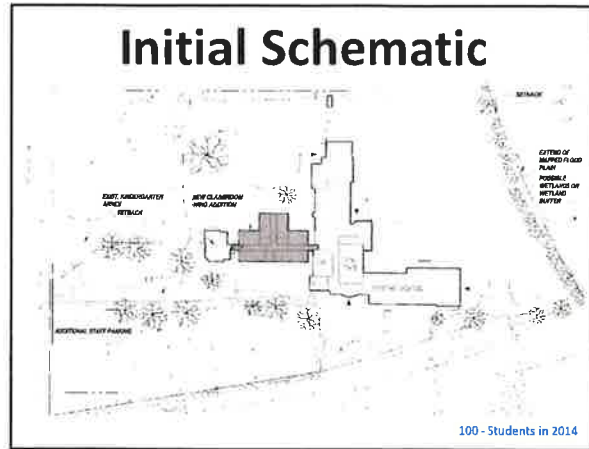
- Initial Space Requirements
- Existing Conditions
- Design Parameters
- Develop and Study Alternatives
- Cost Effective & Educationally Appropriate Solution

## What We've Done!

- Studied our Needs
- School for 400 Students vs 600
- Identified Potential Site
- Completed Title Search of the Property
- Initial Feasibility Study to Expand Franklin
- Draft Schematic
- Drafting Building Committee

## Current Facility





### Building Committee Make-up

- Building Principals
- Superintendent
- Mayor
- School Committee Rep
- Financial Officer
- City Council Representatives
- MCPPO Designee
- Community Reps

### Community Outreach

- Meeting with FA & AG Staffs
- Meeting with AG & FA Parent Groups
- Online Survey – Now
- Community Forum – June 12<sup>th</sup> @ 6:30
- Radio Show – June 6<sup>th</sup>
- Press Releases
- Social Media

### Current Needs

- Build Community Support
- Provide input
- Share information with families and community
- Feasibility Study

