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January 4, 2016

WESTFIELD CITY CLERK

A meeting of the Westfield School Committee was held on Monday, January 4, 2016 at 7:00 pm in the City Council Chambers, City Hall, 59 Court Street. Members present by roll call: Mr. Bill Duval, Mr. Jeffrey Gosselin, Mrs. Diane Mayhew, Mr. Kevin J. Sullivan, Mrs. Cindy Sullivan, Mr. Ramon Diaz, and Chairman Sullivan was also 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: no response

2. Public participation, excluding personnel

Sophia Von Stange, Pineridge Drive

Mrs. Von Stange reported that her children attend Munger Hill Elementary School. She stated that for the safety of all children, we should have a Resource Officer at each elementary school and both middle schools.

3. Election of School Committee Officers – Vice Chair and Secretary

Mrs. Cindy Sullivan moved, Mr. Duval seconded to nominate Mr. Ramon Diaz as Vice Chair to the School Committee. No other nominations were made.

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	-	<u>0</u> motion passes

Mr. Diaz moved, Mr. Duval to nominate Mrs. Cindy Sullivan for as Secretary to the School Committee. No other nominations were made.

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

4. Announcement of Subcommittee assignments
 Vice Chair Diaz announced the following subcommittees:

Instruction & Curriculum

Bill Duval, Chairperson
 Jeffrey Gosselin, Member

Human Resources & Policy

Diane Mayhew, Chairperson
 Bill Duval, Member

Educational Planning & Technology

Cindy Sullivan, Chairperson
 Kevin Sullivan, Member

Finance

Kevin Sullivan, Chairperson
 Cindy Sullivan, Member

5. Selection of School Committee member and alternate to sign payroll warrants
 Mr. Diaz moved, Mrs. Mayhew seconded to nominate Mr. Kevin J. Sullivan to sign payroll warrants.

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

Mr. Sullivan moved, Mr. Diaz seconded to nominate Mrs. Diane Mayhew as the alternate to sign payroll warrants.

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	-	<u>0</u>	motion passes

6. Strategy of Continuous Improvement presentations:
 - a. Munger Hill Elementary School
Mrs. Marcia Estelle, Principal of Munger Hill Elementary, provided an overview of the Strategic Initiatives for Munger Hill Elementary School.
 - b. Paper Mill Elementary School
Ms. Cynthia Kennedy, Interim Principal of Paper Mill Elementary, provided an overview of the Strategic Initiatives for Paper Mill Elementary School.
 - c. Southampton Road Elementary School
Mrs. Kathy O'Donnell, Principal of Southampton Road Elementary, provided an overview of the Strategic Initiatives for Southampton Road Elementary School.
7. Approval of the School Committee meeting minutes, December 21, 2015:
Mr. Sullivan moved, Mr. Diaz seconded to approve the December 21, 2015 regular school committee meeting minutes. All were in favor. Motion passes.
8. First reading, by title only, of Policy File: JEB Entrance Age
Mr. Duval moved, Mrs. Mayhew seconded for a first reading, by title only, of Policy File: JEB Entrance Age.

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

9. Superintendent Search Discussion
Mr. Diaz provided an update on the Superintendent Search. He reported the announcement brochures are available and the advertisement has been posted on School Spring website and the Massachusetts Association of School Committees (MASC) website. To date, 5 applications have been submitted. The next step in the process will be to establish a Focus Group.
10. Approval of home school application HE-97-1516 and HE-98-1516:
Mrs. Mayhew moved, Mr. Duval seconded to approve home school application HE-97-1516 and HE-98-1516. All were in favor. Motion passes.
11. Creation of new account – Westfield High School Athletic Gift Account:
Mrs. Mayhew moved, Mr. Diaz seconded to create a new revolving account - Westfield High School Athletic Gift Account.

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

12. Superintendent's Reports:

a. Acceptance of new grant – Target Field Trip Grant

Mrs. Sullivan moved, Mr. Diaz seconded to accept a new grant called the Target Field Trip Grant in the amount of \$700.00 for Franklin Avenue grade 1 students.

	<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. Other

Dr. Scallion cautioned parents about student drivers travelling in inclement weather and stated the school bus was always the safest way to travel.

Dr. Scallion reported on MCAS. Westfield High School's English Language Arts scores were the highest ever. The subgroup (most at-risk students) didn't meet their target, which dropped Westfield High from a Level 2 school to a Level 3 school. She stated that subgroup students were asked to achieve targets without anyone in the state knowing their specific special needs.

Dr. Scallion reported that she wrote a column regarding this and it will be published in the Westfield Evening Newspaper.

City Councilor Ralph Figy stated that we should be celebrating that we are not a Level 4 district. Dr. Scallion reported that Westfield High School's designation as a Level 3 school has an effect on students applying to colleges.

13. Mayor's update:

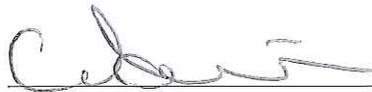
Mayor Sullivan provided an update. He reported that a call-in group would be established regarding inclement weather days.

14. Items for referral to subcommittees: none

15. Old business:
Mrs. Mayhew provided an update on the progress made on the Policy Manual. She reported the following accomplishments:
15 policies rescinded, 13 policies revised, 5 newly adopted, 21 amended
Added to years 2012, 2013, 2014 = 214 policies
16. Subcommittee Reports/Recommendations
- a. Reports: Human Resources & Policy Subcommittee, January 4, 2106
Mrs. Mayhew reported the Human Resources & Policy Subcommittee met earlier this evening to review policy File: KHA Public Solicitations in the Schools. A recommendation will be brought forward at the next committee meeting for a first reading.
- b. Minutes:
Mr. Duval moved, Mrs. Mayhew seconded to approve the Human Resources & Policy Subcommittee meeting minutes of December 21, 2015. All were in favor. Motion passes.
- Mr. Sullivan moved, Mrs. Sullivan seconded to approve the Joint Finance and Educational Planning & Technology Subcommittee meeting minutes of December 21, 2015. All were in favor. Motion passes.
17. Next regular School Committee meeting: February 1, 2016
Joint School Committee and WTA Advisory Council meeting, January 25, 2016
18. Any other business that may properly come before the committee:
Mr. Sullivan stated that a joint meeting of the Finance and Educational Planning & Technology Subcommittee would need to be scheduled in January.
- Mrs. Mayhew reminded automobiles traveling on Southampton Road to obey the designated speed limit near the schools.
- At 8:15 pm Mr. Sullivan moved, Mr. Diaz seconded to adjourn the meeting. All were in favor. Motion passes.

Dr. Suzanne Scallion, Superintendent of Schools
Clerk – Westfield School Committee

A true copy, Attest:



Cindy Sullivan, Secretary
Westfield School Committee

