

WESTFORD PUBLIC SCHOOLS  
Westford, MA 01886  
School Committee Meeting  
**Date: Monday, May 18, 2020**  
**MEETING WILL BE HELD VIRTUALLY- INSTRUCTIONS BELOW\***

**7:00 PM 1. PUBLIC SESSION – CALL TO ORDER**

**2. PUBLIC FORUM**

**7:10 3. PUBLIC HEARING – 2020/2021 School Choice**

**4. INFORMATIONAL UPDATE**

- 7:15
1. Superintendent Update
  2. Assistant Superintendent Update
  3. School Committee Update
  4. Student Representative Update
  5. COVID-19 Update

**5. OLD BUSINESS**

- 7:40 1. Refund & Stipends Discussion – *Vote*  
7:50 2. Year End Wrap-Up Update  
8:00 3. FTE Adjustments – Follow-up

*I. Nilsson  
B. Olsen/K. Clery  
B. Olsen*

**6. NEW BUSINESS**

- 8:05 1. Elementary 2020/2021 Student Handbook Approvals  
8:15 2. Data Specialist/Registrar Job Description – *Vote*  
8:25 3. Superintendent Evaluation – Review Process  
8:35 4. Calendar Policy - 1st Reading

*D. Pobuk & C. Sardella  
B. Olsen/I. Nilsson  
A. Adam  
Policy Subcommittee*

**7. APPROVAL REQUESTS**

- 8:45 1. Warrant Approvals  
Payroll Warrant #2047sp dated May 21, 2020  
Expense Warrant #2047SE dated May 21, 2020
- 8:47 2. School Committee Meeting Minute Approvals
- a. May 4, 2020 Regular Session
  - b. FY20 Executive Session Minutes - TBD
  - c. Public Release of Executive Session Minutes

**8:55 8. PERSONNEL UPDATE as of Friday, May 15, 2020**

- 9:00 9. ADJOURNMENT to EXECUTIVE SESSION** to discuss strategy with respect to Units B, C, and G collective bargaining and an open meeting may have a detrimental effect on the bargaining position. The Committee will not return to public session.

**\*Three options available to access the School Committee meeting remotely:**

1. Register to watch the meeting through the Zoom website at: [https://zoom.us/webinar/register/WN\\_tHEfPR2WTcmYSe8TcC0X\\_g](https://zoom.us/webinar/register/WN_tHEfPR2WTcmYSe8TcC0X_g). After registering, you will receive a confirmation email with a link to join the meeting on your device.
2. Westford CAT will be broadcasting the meeting live on channels 9 (Comcast) and 34 (Verizon). They also will be streaming the video online. Please see their website for more details: [www.westfordcat.org](http://www.westfordcat.org).
3. You may call in and listen on any phone (landline or cellphone) by dialing 646-558-8656 and using the meeting code 757-240-311.