PUBLIC COMMENT PROCEDURE
The Westford School Committee welcomes and encourages input from the public and staff. The procedures for the participation are:

*Agenda Items:* A speaker may address an agenda item at this time or request to be recognized, at the discretion of the Chair, at the time the item is discussed by the Committee.

*Non-Agenda Items:* A speaker may address non-agenda items only during the Open Forum portion of the meeting. The Committee WILL NOT act on these items until at least the next regularly scheduled meeting except by unanimous vote of those members present.

*Reports Section:* Public input is welcome following the report's presentation and prior to the Committee's discussion. Reasonable time limits for discussion will be set.

PUBLIC SESSION
7:00 PM  WELCOME
Call to Order & Pledge of Allegiance

1. PUBLIC COMMENT

7:10  2. REPORTS
1. Superintendent
2. Assistant Superintendent
3. Sub Committee/Liaisons
4. Student Representatives
5. Finance

3. NEW BUSINESS
7:20  1. School Start Times CAC - Update  Citizens Advisory Committee

4. OLD BUSINESS
8:05  1. Policy – Final Readings & Vote  Policy Subcommittee
   a. P3401 Student Activities Accounts
   b. P1601 School Advisory Councils
8:10  2. Budget Discussion -  I. Nilsson & B. Olsen
   • Elementary Music and Physical Education
   • High School Physical Education

8:55  5. APPROVAL REQUESTS
1. Warrant Approvals:
   Payroll Warrant #2025sp dated December 19, 2019
   Expense Warrant #2025SE dated December 19, 2019
2. School Committee Meeting Minutes
   November 18, 2019 Executive Session Minutes – Pending
   December 9, 2019 Executive Session Minutes #1 – Pending
   December 9, 2019 Executive Session Minutes #2 – Pending
   December 11, 2019 Executive Session Minutes #1 – Pending
   December 9, 2019 Regular Session Minutes – Pending
   December 11, 2019 Regular Session Minutes – Pending

9:00  6. PERSONNEL UPDATE  as of 12/13/2019
7. **ADJOURNMENT to EXECUTIVE SESSION** to conduct strategy session with respect to non-union personnel. The Committee will not return to public session.