

**WESTFORD PUBLIC SCHOOLS**  
**Westford, MA 01886**  
**School Committee Meeting**  
**Date: August 29, 2016**  
**Millennium – Conference Room B**

**PUBLIC INPUT PROCEDURE**

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

Open Format: The first ten minutes of every meeting will be set aside to seek public and staff input.

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 take action 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.

**AGENDA**

**PUBLIC SESSION**

- 7:30**    **1. CALL TO ORDER & Pledge of Allegiance**
- 2. PUBLIC FORUM**
- 7:35**    **3. INFORMATIONAL UPDATE**
1. Superintendent Update
2. School Committee Update
- 4. REPORT**
- 5. NEW BUSINESS**
- 7:45**    1. Action Item Procedures *A. Benoit*
- 7:50**    2. Charter School Ballot Question *B. Olsen*
- 8:00**    3. Superintendent's Preliminary Goals for FY2017 *B. Olsen*
- 8:20**    4. Policy Procedures *A. Benoit*
- 8:25**    5. Policy P6124 Drug Abuse Prevention - 1<sup>st</sup> Reading *Policy Subcommittee*
- 8:35**    6. Policy P4201 Drug-Free Workplace - 1<sup>st</sup> Reading *Policy Subcommittee*
- 6. OLD BUSINESS**
- 8:45**    1. Enrollment Update as of August 24 - Summer Registration *B. Olsen*
- 7. OTHER**
- Warrant Approvals**
- 8:50**    MOTION to approve Payroll Warrant #1710sp dated September 1, 2016.
- MOTION to approve Expense Warrant #1710SE dated September 1, 2016.
- 8. APPROVAL OF MINUTES**
- 8:55**    MOTION to approve School Committee meeting minutes dated August 15, 2016.
- 9. PERSONNEL Update - as of Tuesday, August 23, 2016**
- 9:00**    1. New Hires for 2016/2017
- 9:05**    2. Personnel Changes
- 9:10**    **10. ADJOURNMENT to Executive Session** for the purpose of discussing personnel issues. The Committee will not return to Open Session.

**Future Agenda Items:**

One-to-World Update - September 12, 2016

Summer Maintenance Update - September 12, 2016

Full-Day Kindergarten program schedule Update - September