

**WEST BOYLSTON PUBLIC SCHOOLS**  
**SCHOOL COMMITTEE MINUTES**  
**THURSDAY, AUGUST 22, 2024 – 9:00 A.M. TO 3:00 P.M.**  
**New England Botanic Garden at Tower Hill, South East Link, Boylston, MA**

**SCHOOL COMMITTEE MEMBERS**

James Pedone, Jr., Chairman  
Jason Ponticelli, Vice Chairman  
Jennifer Breen  
Nancy Hubbard  
Emily Lehman-Miller

**ADMINISTRATORS**

Christopher Fournier, Principal M/HS  
Alex Audette, Principal Elementary School  
Cristy Morrison, Business Administrator  
Nancy Khalaf, Middle/High School (Interim) Assistant Principal  
Amy Smith, Middle/High School (Interim) Assistant Principal  
Michelle Anzelmo, Elementary Assistant Principal Elementary School

**Public**  
Mark Friedman

The meeting was opened at 9:08 am by Mr. Pedone.

**1. Welcome**

School Committee Chairman, Mr. Pedone, welcomed the School Committee members and administrators to the August 22nd School Committee Retreat.

**2. Major Edwards Elementary School Principal Report**

Major Edwards Elementary School Principal Mr. Audette, presented an overview of the 2024-2025 Elementary School handbook.

Mr. Ponticelli motioned, Ms. Breen seconded, to approve the Major Edwards Elementary School handbook for the 2024-2025 school year.

**VOTE: 5-0-0**

**3. Middle/High School Principal Report**

Middle/High School Principal Mr. Fournier, presented an overview of the 2024-2025 Middle/High School handbook.

Mr. Ponticelli motioned, Ms. Hubbard seconded to approve the West Boylston Middle/High School handbook for the 2024-2025 school year.

**VOTE: 5-0-0**

**4. Business Administrator Report**

- Approval of Payables Warrants dated: 6/17/2024 (FY24); 7/1/2024 (FY24); 7/10/2024 (FY24); 7/2/2024 (FY25); 7/30/2024 (FY25); 8/13/2024 (FY25); 8/20/2024 (FY25).

Ms. Breen made a motioned to approve the Payables Warrants dated: 6/17/2024 (FY24); 7/1/2024 (FY24); 7/10/2024 (FY24); 7/2/2024 (FY25); 7/30/2024 (FY25); 8/13/2024 (FY25); 8/20/2024 (FY25), seconded by Ms. Lehman Miller.

**VOTE 5-0-0**

- Approval of Payroll Warrants dated: 4/12/2024 (FY24); 6/7/2024 (FY24); 6/21/2024 (FY24); 7/5/2024(FY24); 7/19/2024 (FY25); 8/2/2024 (FY25); 8/16/2024 (FY25).

Mr. Ponticelli made a motion to approve the Payroll Warrants dated: 4/12/2024 (FY24); 6/7/2024 (FY24); 6/21/2024 (FY24); 7/5/2024(FY24); 7/19/2024 (FY25); 8/2/2024 (FY25); 8/16/2024 (FY25) seconded by Ms. Hubbard.

**VOTE: 5-0-0**

- Discussion/Vote on one set custodial fee on the building use forms.

Discussion was had over a set rate for custodial fees along with other updates that need to be made prior to a vote that will be made at the September 11, 2024 School Committee meeting.

5. Lunch Break

6. Superintendent's Report

- Approval of School Committee Meeting Minutes June 5, 2024

Ms. Lehman Miller made a motion to approve the minutes from the School Committee Meeting of June 5, 2024, seconded by Ms. Breen.

**VOTE: 5-0-0**

- Approval of School Committee Meeting Minutes August 8, 2024

Ms. Hubbard made a motioned to approve the minutes from the School Committee Meeting of August 8, 2024, seconded by Ms. Lehman Miller.

**VOTE: 5-0-0**

Review and discussion of the below topics:

- Facilities Updates
- Chronic Absenteeism
- School Safety Planning / “I Love U Guys” Foundation Presentation
- Advanced Placement Review
- ArxEd/Comparisons
- LITIX Mandated Trainings
- 2024-2025 School Committee Meetings
- District Transitions
- WestBest

7. School Committee

- Reorganization

Ms. Lehman Miller motioned, Ms. Breen seconded to appoint Mr. Pedone as School Committee Chair and Mr. Ponticelli as Vice Chair for the 2024-2025 school year.

**VOTE: 5-0-0**

- Vote to designate signers for the FY25 Warrants

Ms. Breen motioned, Ms. Lehman Miller seconded, to designate Mr. Pedone and Mr. Ponticelli as signers for the FY25 warrants.

**VOTE: 5-0-0**

- Second reading and adoption of Policy JQ- Student Fees, Fines, and Charges.

Ms. Hubbard made a motion to approve the second reading and adoption of Policy JQ- Student Fees, Fines, and Charges, seconded by Ms. Breen.

**VOTE: 5-0-0**

- School Committee Goals (Will Review at September 11, 2024 School Committee Meeting)

11. Adjournment

Ms. Breen moved, Ms. Ponticelli seconded, to adjourn the meeting at 2:59 p.m.

**VOTE: 5-0-0**

Respectfully Submitted,

Richard A. Meagher  
Superintendent