



WESTFORD PUBLIC SCHOOLS Notice of public meeting

ORGANIZATION: J. A. Crisafulli School Advisory Council Meeting

DATE: 1/6/2026 **TIME:** 3:30 **PM**

LOCATION OF MEETING PLACE: Crisafulli Conference Room

REQUESTED BY: Sharon Kennelly - Principal

Send to: townclerk@westfordma.gov

Notice of every meeting of a local body must be filed and time-stamped with the Town Clerk's Office at least 48 hours prior to such meeting (excluding Saturdays, Sundays and legal holidays) and posted in accordance with the provisions of the Open Meeting Law under M.G.L. Chapter 30A, Sec. 18-25. Such notice shall contain a listing of topics that the Chair reasonably anticipates will be discussed at the meeting.

Minutes

December Meeting - Canceled Due to Early Snow Release

Review of Minutes from November 2025 - Motion to approve MH, 2nd DM, Approved

Members: Buffie Diercks, Melissa Higgins, Sharon Kennelly, Meera Shanmugam, Diana Mandile

Absent: Monique Cassidy

Open Forum -

Principal's Update

Enrollment update -

Community Meeting/SPIRIT -

- *November & December - Whole School - Student Council Compassion Project, Thankful Theme, & Winter Concert*

School Update -

School Committee Update

PTO Update -

Collaborative Problem Solving Next Steps - Examples of Process and Collaboration in classrooms

Professional Development -

Potential Fund Raiser Idea - Meera - Can Crisafulli have a stall at WA Christmas Bazaar and Crisafulli students could donate some arts like paintings, crochet etc. that can be sold and raise funds for the school?

- Each school set up a booth to sell their own goods (crochet, art, book marks), kids invested in the fundraising, gave students the opportunity to have social experiences and contribute to the fundraising of the school. Potential idea to run it as a STEAM Fair (charge a fee to attend and then walk around and pick 1 or 2 items to take home).

Strategic District Improvement Plan (SDIP) Task

[Review feedback from SAC Members](#)

1. When considering the current SDIP, which initiatives have you seen to have the most impact from your perspective?
2. Are there strategic objectives/ initiatives that you would like to see continued into the next SDIP?
3. What additional priority areas or strategic objectives would you like to see considered for the next SDIP?

Enrollment Update -

12/1/25			
	Grade 3	Grade 4	Grade 5
Classroom 1	22	22	24
Classroom 2	22	22	24
Classroom 3	22	22	24
Classroom 4	22	22	25
Classroom 5	22	23	24
Classroom 6	22	n/a	n/a
Subtotals	132	111	121

Community Meeting/SPIRIT -

November - The Student Council introduced our whole school compassion project, which is a Food Drive for the Westford Food Pantry. Donations will be collected from December 8th - December 12th. We also listened to Saturday at the Food Pantry a story sharing how everyone needs help in some way during their life.

December - Our annual Winter Concert will take place at 9:15 AM on December 18th. We are looking forward to the orchestra, and singing-along with the Chorus.

Parent- Teacher Conferences - December 10th and 11th - 12:30 PM - 5:45 PM (15 minutes per conference, last conference scheduled at 5:30 PM)

Garden Club - The Garden Club is back and had their first meeting on November 26th. Miss McKenney and her Mom are the advisors.

Our Toys for Tots Mission led by Meg Norton (ROUTES Program) has been a great success!

Adjournment: Motion MH, 2nd MS All in favor - 4:12 PM

Next Meeting: –February 3, 2026

SAC Meeting Dates 2024 - 2025 - October 7, 2025, November 18, 2025, December 2, 2025, January 6, 2026, February 3, 2026, March 3, 2026, April 7, 2026, May 12, 2026