COSCAP Winter Conference

Westport Community Schools

Westport MA,

Friday, February 24, 2017

**PRESENT**

Chairperson Michelle Fredericks

V. Chairperson Joanna Bilotta-Simeone

Secretary Diane Jekantas

1. The meeting was called to order at 11:04 a.m.

2. Approval of minutes

Friday, November 4, 2016

A motion was made Jill Mullen and seconded by Bridget McNamara to approve the amended minutes of November 4, 2016.

Vote: Unanimously approved

**REPORTS/INFORMATION**

**1.** Board Report

1. The Annual Spring Meeting will be held on Friday, April 21, 2017, at North Middlesex Regional School District, Pepperell MA.

2. Agenda Items for Spring Meeting

1. Open Meeting Law
2. Charting the Course
3. Records Access Officer
4. Destruction of Public Records

**ADJOURNMENT**

A motion was made by Michelle Ruiz and seconded by Jill Mullen to adjourn.

The meeting adjourned at 11:40 a.m.

Respectfully Submitted

Joanna Bilotta-Simeone,

Recording Secretary