

**Westport School Committee
Regular Meeting
DATE: Thursday, October 7, 2021
TIME: 6:30 p.m.
PLACE: Virtual Meeting**

Please click the link below to join the webinar:
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MINUTES

Members Present: Michelle Orlando, Melissa Pacheco, Nancy Stanton Cross

Members Absent: Nancy Tavares, Antonio Viveiros

Also Present: Thomas Aubin Superintendent, Laura Charette Principal Westport Middle School, Jennifer Chaves Extended Day Director, Stacey Duquette PreK-Gr. 4 Principal, Darren Elwell Director of Curriculum, Kristin McDaniel Human Resources Director, Tracy Pereira Nurse, Sean Persico Assistant Principal Westport Middle School, Michelle Rapoza School Business Manager, Elaine Santos Director of Special Education, Anthony Tomah Technology Director, 8 Community Participants

I. Call to Order and Pledge of Allegiance - Vice Chair Stanton Cross opened the Virtual School Committee Meeting at 6:37 pm. with a quorum of the members present, followed by the Pledge of Allegiance.

II. Vice Chair Stanton Cross announced:

This meeting is being held remotely in accordance with the Governor of Massachusetts' March 12, 2020 order suspending certain provisions of the Open Meeting Law G.L. c.30A, Section 20 and on June 16, 2021 Governor Baker signed an Act relative to extending certain COVID-19 measures adopted during the state of emergency.

Comments and Statements from the Public - There were none.

III. Informational Agenda

A. Superintendent Report - Mr. Aubin announced there will be a Ribbon Cutting Ceremony on November 12 2021 starting between 10:30 am. - 11:00 am. This event will not include a tour.

Building Leadership is working with SRO Davis and Sergeant McCarthy on an ALICE assembly in October, followed by an active shooter drill. They also met with the Fire Department.

Fire Department was at WES, the cause was a defective fluorescent bulb.

Leadership Team had a meeting on MCAS data analysis. There will be further meetings to follow.

Mr. Aubin thanked the nursing staff for their efforts with the Test and Stay and working with CIC Health. Nurse Tracy Pereira is working as the lead in this program. Mr. Aubin announced the latest COVID numbers. Data to staff go out every Thursday.

IREADY testing began.

Start Them Young Program will include soccer, cross country, and drama beginning in October. Mr. Fernandes will attend the next meeting.

Mr. Tomah reported a training on audio systems for the cafeteria, Media Center, gym, and auditorium was held. The portable system can be taken down and wireless mikes can now be used. They are waiting to

finish the Interactive TVs. There have been some Wi-Fi cellular issues. Mr. Tomah explained there was a water leak under an AC unit. The leaking reached a wall with card reader control panels. They are making an insurance claim which is holding up the process to have this equipment replaced.

Ms. Stanton Cross requested a letter be sent to the School Building Committee Chair with a cc to the school committee from the Superintendent saying we need this problem addressed asap. In addition, request a point person to provide an update on a weekly basis. Ms. Stanton Cross suggested to keep a running punch list. Mr. Aubin reported meeting with Mr. Gilchrist and Mr. Viveiros concerning delays.

Ms. Pacheco asked what the procedure is if a parent has a child experiencing symptoms. Nurse Tracy Pereira reported the parent should call the school building nurse to discuss the issue. In addition, parents need to fill out permission forms for their child to have the rapid test if needed. Children should stay home if they have symptoms.

B. Bill Warrant: 10-8-21 - Vice Chair Stanton Cross asked if everyone has reviewed the bill warrant dated 10-8-21 in the amount of \$197,862.46? Vice Chair Stanton Cross asked if there were any questions or discussion? There were none.

C. Update on the Summer Enrichment Programs – Mr. Elwell gave an overview for the Summer 2021 Program. In Academics, there was a total of 88 students from Pre-K - Grade 6. Grades 7-12 a total of 53 students participated to earn credits. There were some new enrichment offerings and they received some proposals from teachers. They had a 2-week Art Camp that had Photography week 1 and Ceramics week 2, Adobe Photoshop, and OSHA Serv Safe. A total of 120 registered for athletics, however not all participated. Mr. Elwell provided each activity with enrollment numbers by grade that included baseball, field hockey, wrestling, volleyball, self-defense, fitness fundamentals, and strength and conditioning.

Vice Chair Stanton Cross asked if there were any questions or comments? Members are pleased with the programming and mentioned this is a good start. Members would like to see additional programming as well as music. Mr. Aubin mentioned they are working on re-engaging the music program.

Summer School 2022 - Ms. Rapoza shared her screen with a document showing the budget for “*Summer School FY22*”. Ms. Rapoza explained they had a total of \$64,524 in the budget. Items shown covered payroll, coaches, teachers, infinite vision, and supplies for a total cost of \$84,582. The budget came up short by \$21,652. This was covered by funds from the ESSER II Grant.

It was noted that the Summer School total cost per student (120 students) was high.

D. Discuss Bus Fees – Ms. Rapoza shared a document entitled “*Transportation Fees SY2020-2022*” that shows bus fees charged by other districts. Ms. Rapoza also showed another document on fees received and the number of waivers granted. Ms. Rapoza would like to send out a survey asking if the district did not charge fees would they ride in the morning and in the afternoon along with what grades. The results of this survey will give a better idea on what is needed for the next bidding process. The district is looking at consolidating bus routes to reduce transportation costs. It was noted that the district does not get reimbursed for transportation.

There was discussion about attendance on the bus for those that are using a waiver. Also, not having a bus fee would have more riders on the bus.

Ms. Rapoza suggested to pass on this item in the Action Agenda until a survey is done on the bus fees. A date of December 1, 2021 was given as a deadline to get this survey completed.

Vice Chair Stanton Cross asked if there were any questions? There were none.

E. Mask Mandate & Vaccination Update - Mr. Aubin shared there has been an extension of the mask mandate until November 1. If at least 80% is reached the mandate would be until October 15. Mr. Aubin shared the most current vaccination rates.

Discussion was held on one side of the middle high school reaching the 80% vaccination rate faster than the other. Ms. McKinnon shared that students share common spaces, so the mask mandate would still apply. Possibly having mask relief could be done in some areas on the high school side. Consultation with Mr. Armendo from the BOH with current statistics will be ongoing.

F. Subcommittee Updates - Ms. Pacheco reported the Westport Cable Advisory Board is working on doing a new contract for a cable company. The committee meets next week so more information will be provided next time.

VI. Action Agenda

A. Review and Act on Minutes of Thursday, September 16, 2021, Wednesday, September 22, 2021 Work Session, Tuesday, September 28, 2021 Special Meeting -

A motion was made to approve the Minutes of Thursday, September 16, 2021, Wednesday, September 22, 2021 Work Session.

Motion by Pacheco, seconded by Orlando 3/0/0

A motion was made to approve the Minutes of Tuesday, September 28, 2021 Special Meeting.

Motion by Pacheco, seconded by Orlando 3/0/0

B. Review and Act on Job Descriptions – Vice Chair Stanton Cross asked if everybody had opportunity to review the job descriptions for Human Resources Assistant and Registrar and Social Media Administrator?

Discussion took place on the job descriptions.

Ms. Rapoza mentioned the Registrar and Social Media Administrator position is in the budget for \$60,000.

A motion was made to accept as posted the job descriptions for Human Resources Assistant and Registrar and Social Media Administrator.

Motion by Pacheco, seconded by Orlando 3/0/0

C. Review and Act on Substitute Rate of Pay - Ms. Rapoza shared her screen with a document entitled “*Building Substitutes*”. Ms. McDaniel explained last year on some days they would get only a 50-60% fill rate for absences, leaving 1-5 unfilled positions. By creating a Building Substitute position, they would come in every day. They are looking to hire up to 6 positions and will start with one in each building. The rate is Certified \$130, Non-Certified \$120.

A motion was made to approve Building Substitute pay as presented.

Motion by Orlando, seconded by Pacheco 3/0/0

D. Review and Act on Bus Fees -

A motion was made to table this item.

Motion by Pacheco, seconded by Stanton Cross 3/0/0

E. Review and Act on Fall River Public Schools Becoming a Member of the South Coast Educational Collaborative - Mr. Aubin explained that Fall River wants to get into the South Coast Educational Collaborative. Committee Members expressed concerns with Fall River’s high volume of needs and how this would affect services for Westport students. Fall River has 30 students compared to 3 students from Westport. Ms. Santos explained the collaborative is for out of district placement for students and provides therapeutic needs. There are benefits to being a member for discounts on tuition rates.

I move that the Fall River Public Schools join the South Coast Educational Collaborative, as a member, with full benefits, privileges and responsibilities and subject to the terms and conditions of the Collaborative Agreement, approval by the Department of Education and subject to applicable Commonwealth rules and regulations.

I further **move** that the Chairman of this **School** Committee is authorized, on behalf of the committee, to execute all appropriate documentation to consummate the Committee's decision.

I further acknowledge that the Superintendent of Schools will **serve** as the district's representative of the Collaborative's Board of Directors.

Motion by Orlando, seconded by Pacheco, all were on favor, motion passed 3/0/0

V. Routine Matters - Correspondence and Notices - Vice Chair Stanton Cross reported there were none.

VI. Topics the Chair could not Reasonably Anticipate Forty-eight (48) Hours in Advance of the Meeting - There were none.

FOLLOW UP ITEMS

The committee requests:

Mr. Aubin send a letter to the Chair of the School Building Committee with a cc to the School Committee explaining the problem with a water leak affecting the card reader control panels be addressed asap. In addition, request a point person to provide an update on a weekly basis.

Bus Fees tabled for future meeting.

VII. Adjourn - A motion was made to adjourn. With members being present and voting individually and unanimously, the motion passes.

Motion by Pacheco, seconded by Orlando 3/0/0

Roll call vote:

Orlando Yes Pacheco Yes Stanton Cross Yes

The Virtual School Committee Meeting adjourned at 8:25 pm.

MEETING DOCUMENTS

- Summer 2021 General Academic, Enrichment, and Athletic Offerings
- Summer School FY22
- Transportation Fees SY2020-2022
- Transportation Fees Received/Waivers
- Extension of DESE Mask Requirement
- DESE Policy on Vaccination Rate Threshold
- DESE/DPH Protocols for Responding to COVID-19 Scenarios-SY2021-22
- Job Description Human Resources Assistant, Registrar & Social Media Administrator
- Building Substitutes
- Fall River Public Schools Becoming a Member of the South Coast Educational Collaborative

Submitted by Sharon Pinho School Committee Recording Secretary

