

**Westport School Committee  
Special Meeting  
DATE: Thursday, July 9, 2020  
TIME: 7:30 a.m.  
PLACE: Virtual Meeting**

Join video call - [meet.google.com/ngd-wakr-ttv](https://meet.google.com/ngd-wakr-ttv)

Join by phone - +1 402-534-0090 PIN: 706 423 225#

**MINUTES**

**Members Present:** Michelle Orlando (*left at 8:27 am*). Melissa Pacheco, Nancy Stanton Cross, Nancy Tavares, Antonio Viveiros

**Also Present:** Dr. Gary Reese, Superintendent, Thomas Aubin Assistant Superintendent/WJSHS Principal, Michelle Rapoza School Business Manager, Melissa Sousa Executive Assistant Business Services

Chair Viveiros opened the Virtual School Committee Special End of the Year Meeting at 7:30 am.

I. Chair Viveiros 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 Call to Order and Pledge of Allegiance**

**Comments and Statements from the Public** - There were none.

**II. Special Agenda**

A. School Committee Reorganization - Discuss School Committee Subcommittee Appointments - The following list has been established.

**Westport School Committee Reorganization, Appointments, and Authorizations  
2020-2021**

Committee Officers

Chair	Antonio Viveiros
Vice Chair	Nancy Tavares

Annual Appointments

Legal Counsel	Murphy, Lamere & Murphy, P.C.
School Committee Secretaries	
Recording Secretary	Sharon Pinho
Secretary	Karen Augusto
School Physician	Dr. Dennis Callen

Town Committee Representatives

Capital improvements Committee	Michelle Orlando
Cable Committee	Melissa Pacheco
School Building Committee (2)	Antonio Viveiros, Nancy Stanton Cross
Long Range Building Planning Committee	Antonio Viveiros
ADA Transition Team	Dr. Gary Reese, Michelle Orlando
Campground Committee	Nancy Stanton Cross
Audit Committee	Michelle Orlando
Educational Fund Committee	Nancy Tavares, Dr. Gary Reese
School Improvement Fund - <b>REMOVE</b>	

School Committee Subcommittees

Collective Bargaining Representatives	
WFT (2)	Nancy Stanton Cross, Michelle Orlando
AFSCME (2)	Antonio Viveiros, Melissa Pacheco
Health Advisory Committee	Nancy Tavares

Other School Committee Assignments

B. School Committee Regular Meeting Calendar - Westport School Committee Meeting Dates for July 2020-June 2021 will remain as presented. Meetings held on the first and third Thursdays of each month at 6:30 pm.

**III. Action Agenda**

A. Fiscal 2020 Year End Transfers/Encumbrances Superintendent's Recommendations:

1. To Encumber Fiscal Year 2020 Funds to be expended for Salaries and Goods and Services; Dr. Reese reported a total of \$2,556,913.14 for FY20 encumbrance. These funds were incurred prior to June 30 for salaries, goods and services.

A motion was made to approve the encumbered FY 2020 Funds to be expended for Salaries, Goods and Services.

Motion by Tavares, seconded by Orlando 5/0/0

2. To Approve Fiscal Year 2020 Line Item Transfers;

Dr. Reese recommends approval of 6 transfers in the amount of \$388,918.97.

A motion was made to approve the FY20 EOY Transfers as recommended.

Motion by Orlando, seconded by Pacheco 5/0/0

3. To Approve Total Expenditure for Fiscal Year 2020;

Dr. Reese reported the total amount spent by the district from town funds was \$18,773,515.80. Dr. Reese recommends approval to close out the FY20 budget.

A motion was made to approve \$18,773,515.80 as total expenditures for FY20.

Motion by Stanton Cross, seconded by Orlando 5/0/0

4. To Approve Returning Fiscal Year 2020 Unexpended Funds from Fiscal Year 2020 Town Meeting Appropriation to the Town of Westport General Fund; FY20 surplus SPED Transportation Expenses unexpended funds reached \$7,615.20. Funds remaining from capital expenditures reached approximately \$42,734.

Discussion took place on informing the Town about how the schools will be receiving this money back and would like to present this at the next budget meeting.

5. To Approve Returning Fiscal Year 2019 Unexpended Encumbrances to the Town of Westport General Fund -

A motion was made to return \$5,566.09 to the Town for FY19 encumbrances.

Motion by Tavares, seconded by Orlando 5/0/0

B. Review and Act on Minutes of Thursday, June 18, 2020 and Monday, June 29, 2020 -

A motion was made to approve the Minutes of Thursday, June 18, 2020 and Monday, June 29, 2020.

Motion by Tavares, seconded by Orlando 5/0/0

C. Review and Act on Vending and Milk & Dairy Bids for SY2020-2021 -

Ms. Rapoza is recommending the following vendors:

Pepsi Bottling Group of Sagamore for beverage and vending contract for 2020-2021 school year.

White Brothers Dairy of Acushnet for milk and dairy products for 2020-2021 school year.

A motion was made to approve the recommended vendors for SY 20-21.

Motion by Tavares, seconded by Pacheco 5/0/0

D. Review and Act on School Committee Resolution: COVID-19 State Funding - This resolution is to support adequate funding for extensive supplies for COVID19 related needs.

A motion was made to have the Westport School Committee support the COVID19 State Funding Resolution.

Motion by Stanton Cross, seconded by Orlando 5/0/0

(Ms. Orlando left here at 8:27 am.)

**V. Informational Agenda**

A. Superintendent Report – Dr. Reese requested to be placed on the select board agenda.

Summer School programming began and Ms. Chaves reported that on Monday everything ran very well with guidelines being followed.

Dr. Reese presented a PowerPoint to the committee covering various topics.

At the end of June, the Education Commissioner provided fall reopening guidance. The goal is to provide a safe return for as many students, maximize learning and address holistic needs. There were many stakeholders and experts involved in the preparation of this guidance document. All districts were instructed to prepare 3 reopening plans. One for 100% in person learning, one for 100% remote learning, and one for a hybrid model using both remote and in-school.

Financial Relief Funds include ESSER Funds - Emergency Relief Funds, CARES Act Fund, Coronavirus Relief Funds - (\$215 per student need more information on how to use funds), and competitive funds grants.

Dr. Reese reported they looked at a variety of studies and found schools were not a major role in COVID19. Children were less likely to become infected and less likely to infect others as well as COVID19 being lower in children.

Health and Safety Requirements for In-Person Learning includes masks/face coverings, physical distancing, student grouping, screening upon entry (no temperature checking) but provide information to parents on what they should be checking on, hand washing/sanitizing, COVID19 related isolation space, flu vaccine guidance to be provided by DPH, health and safety/PPE supplies.

Learning time includes 5 days a week/using alternative spaces and external spaces, staffing alternatives, reduce mixing of groups.

Discussion took place on the sample size not being typical with some of these studies. They are not grounded for evidence. There is a need to be cautious.

Discussion on the use of masks for grades 2 and up took place. Students must wear masks or clear shields at all times during 3 feet apart distancing. There will be times to have a break from the mask built in. Members expressed concerns about how this will be impossible for students and that the Commissioner should be informed. Dr. Reese will reach out to the Commissioner expressing these concerns.

Teams are in place working together in a variety of areas concerning fall reopening plans. A family survey was sent out, staff survey is being developed, there will be training for students, staff, and families.

Committees working on return to school plans need to have a recommendation plan by the end of July.

No transportation guidance has been issued to date.

Some districts are adjusting start times and vacations. WFT contract may have language that defines start dates.

B. Bill Warrant Update: 6-30-20 and 7-3-20 - Chair Viveiros acknowledged reviewing and signing the bill warrant dated 6.30.20 in the amount of \$269,707.91. Chair Viveiros acknowledged reviewing and signing the bill warrant dated 7.3.20 in the amount of \$1,218.46. Both bill warrants were emailed to school committee members for review on June 23, 2020.

C. Subcommittee Updates -

**School Building Committee** - Chair Viveiros reported they are on schedule. The Library wants information on the parking lot area. In addition, use of the access road going to the WES will be needed by mid-August. Final steel for the gymnasium has arrived. Mr. Marks is planning to set up on site tours for small groups.

**Policy Subcommittee** - Ms. Pacheco reported the next Policy Subcommittee Meeting will take place on Tuesday July 14 at 4 pm. Mr. Viveiros requested to review the Acceptable Use Policy.

A request was made to send out a press release that Westport Community Schools provides one-to-one K-12 learning with the purchase of Chromebooks. Dr. Reese will work on this.

**VI. Comments and Statements from the Public** - There were none.

**VII. Adjourn** - A motion was made to adjourn the Virtual School Committee Special End of the Year Meeting.  
Motion by Pacheco, seconded by Stanton Cross 4/0/0

The Virtual School Committee Special End of the Year Meeting ended at 9:15 am.

**MEETING DOCUMENTS**

Westport School Committee Reorganization, Appointments, Authorizations 2020-2021  
School Committee Meeting Dates July 2020 - June 2021  
Fiscal 2020 Year End Transfers/Encumbrances  
Fiscal 2020 Year End Total Expenditure & Surplus Funds  
FY19 Encumbrances  
COVID19 State Funding Resolution  
Vending and Milk Vendor SY2020-2021

*Submitted by Sharon Pinho School Committee Recording Secretary*