

**Westport School Committee**  
**Regular Meeting**  
**DATE: Thursday, November 5, 2020**  
**TIME: 6:30 p.m.**  
**PLACE: Virtual Meeting**

Please click the link below to join the webinar:  
<https://us02web.zoom.us/j/88547378733?pwd=cU11M2xLVU4vTVhJbE9HQIBML2xoZz09>  
Passcode: jF16UN  
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US: +13017158592, 88547378733#  
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US: +1 301 715 8592 or +1 312 626 6799  
Webinar ID: 885 4737 8733  
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**MINUTES**

**Members Present:** Michelle Orlando, Melissa Pacheco, Nancy Stanton Cross, Nancy Tavares, Antonio Viveiros

**Also Present:** Thomas Aubin Acting Superintendent, Michelle Rapoza School Business Manager, Kerri McKinnon Acting Assistant Superintendent/JRSRHS Principal, Laura Charette Assistant Principal JRSRHS, Jennifer Chaves Extended Day Director, Rick Monast Teacher, Leslie Ruel Guidance Counselor, Victoria Gong Guidance Counselor, 68 Community Participants

**I. Call to Order and Pledge of Allegiance** - Chair Viveiros opened the Virtual School Committee Meeting at 6:32 pm., followed by the Pledge of Allegiance.

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**

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

**III. Informational Agenda**

C. Acknowledgement of Abigail Adams Recipients (*taken out of order*) - Victoria Gong and Leslie Ruel read names of students that were awarded the John and Abigail Adams Scholarship. These students are in the top 25% of school district scores. Everyone congratulated the accomplishments of these students.

A. Superintendent Report - Mr. Aubin is considering certain factors when developing the budget for 2022. There will be an enrollment decrease from October 1, 2020. The figure goes from 1,418 to 1,366 reflecting a net loss of 52 students at \$16,000 per student totaling \$832,000. If the district could be "held harmless" this would keep things similar to last year and would be a big help for funding.

Other items for consideration are supplies needed to cover for Covid 19, new school with new expenses, personnel changes, transportation cost increases, increases in Special Education out of district placements, and collective bargaining with WFT. The Town is expecting a 2% budget increase and the district will do their best to meet town expectations.

B. WCS Bill Warrant: 11-6-20 - Chair Viveiros acknowledged reviewing and signing the bill warrant dated 11.6.20 in the amount of \$229,168.80. The bill warrant was emailed to school committee members for review.

D. Discussion of Future School Committee Meetings – Virtual/Hybrid - A discussion took place on returning back to in-person School Committee Meetings and how a live meeting would be handled. Seating capacity in the Media Center is 25 people.

Mr. Rezendes researched other districts handling of in-person School Committee Meetings. He found some wear masks, some don't when speaking, members are spread out, no in-person audience and the public emails questions in ahead of time. Mr. Rezendes explained that members would be using Zoom with everyone looking at laptops. A laptop would be placed on the podium for remote audience questions.

Pros and cons were discussed. There is concern about additional costs for cleaning the area before the next day when students and staff arrive in the building. This item will be brought up again when more information is gathered.

E. Update on COVID 19 Re-Entry Plan - Laura Charette shared her screen to present a Proposed November Re-entry Calendar and a daily calendar. There is a recommendation to begin on Thursday instead of Tuesday to provide more cohort equity.

Explanation of the cohorts:

**Cohort A** comprising of students with the last names A-K will be in on Tuesday/Wednesday

**Cohort B** comprising of students with the last names L- Z will be in on Thursday/Friday

**Third cohort** consists of students electing full remote / 25% of students to remain in remote model.

The number of students in person range from 1-18. Not every classroom is same size and students will be placed 3 feet apart with masks. They are repurposing rooms, such as using the media center. The BOH has approved the proposed set up.

Other items discussed include the idea of going remote after the holidays, providing a 6-page document for teachers, taking attendance for every class, keep students on Google Meet for a live lesson or prerecorded lesson.

Steps to ensure contact tracing include keeping all seating charts in a binder in the Main Office. Cafeteria has 4 lunches a QR code was created. A google form is filled out with date, name, table number and seat letter.

Training for EHallpass will take place. It was noted that the cell phone policy may need to be re-visited if EHallpass is implemented. Bathrooms are locked between passing period. Only 2 students at a time are allowed.

The work of the Health and Safety Committee has paid off with a low number of Covid 19 cases in the district. Staff has been working hard with all the changes being made to keep everyone safe.

It was noted that Westport has put many things in place concerning air purification with the purchase of HEPA filters and maintenance of filtration systems throughout the district.

Having a timeframe about changing a student's status from in-person to remote or vice versa was brought up. Mr. Aubin mentioned that school districts can require parents to wait 4-6 weeks before a change can be made about a student being remote vs. in person. Parents need to be aware that change in plans cannot be made right away.

F. Discussion of Water Testing and Cost - Chair Viveiros reported the new water system at MAC requires monthly monitoring by the DEP. They have seen large invoices for water testing across the district. Mr. Aubin mentioned the cost for the JRSRHS will be eliminated with the new building.

G. Discussion of Memberships to Organizations and Associated Fees - Chair Viveiros reported they have been reviewing memberships to different associations. Mr. Aubin mentioned these standard costs are straight forward.

H. Subcommittee Updates - Chair Viveiros reported there was a School Building Committee Meeting on October 21, 2020. To date \$47.8 million has been submitted to the MSBA, \$19.2 million has been issued to the town at a 49.47% reimbursement rate. The project is moving along and the contractor is doing a good job. Weekly construction meetings continue as well as Steering Committee Meetings. Next Tuesday Mr. Marks is putting together a tour of the site if anyone wants to join in. Mr. Aubin reported

there was a 3-hour key meeting on how the new building will be keyed. They have been looking at having a digital sign and will speak to abutters to inform them of the plans. Any sign concerns can be emailed to Mr. Viveiros. Soon they will meet to determine room naming.

**IV. Action Agenda**

**A. Review and Act on Minutes of Thursday, October 15, 2020 -**

A motion was made to approve the Minutes of Thursday, October 15, 2020.

Motion by Tavares, seconded by Pacheco, all were in favor, motion passed 5/0/0

**B. Review and Act on the WSRHS Field Trip – Grades 9 &10 – Panama – February 12, 2022 – February 19, 2022 -** Rick Monast informed members that EF Tours will give parents and students until May 1 to withdraw from the trip and receive a full refund including the deposit. This provides no increased risk on families. Mr. Monast will be having a meeting with parents. Information has been posted on Facebook and a district email was sent. If more information is needed send him an email.

A motion was made to approve the Grades 9 & 10 WSRHS Field Trip to Panama from February 12-19, 2022.

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

**C. Review and Act on the WSRHS Field Trip – Grades 10-12 – Greece – April Break 2022 -** Mr. Monast explained this trip has the same terms as the other scheduled trip.

A motion was made to approve the Grades 10 -12 WSRHS Field Trip to Greece during April Break 2022.

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

**D. Review and Act on Extended Day Rates -** Jennifer Chaves informed the members she is requesting to increase the hourly rate of pay for the staff at the Extended Day Program. In addition, allow the staff to have benefits. An increase is also being requested for the parent rate. A survey was done on surrounding towns of Dartmouth and Somerset. Westport's charges are low.

Discussion took place about the option of these employees joining a union. More information is needed for a better understanding on the benefits part.

A motion was made to increase the rate of pay for employees and increase the rate parents pay as proposed for the Extended Day Program.

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

**E. Review and Act on New Registrar Job Description -** Mr. Aubin explained this position is the establishment of a Registrar for state reporting. Presently this part is being subcontracted out at a cost of \$10,000. In addition, data would be consistent with one central place for registration. Exit interviews could also be done. This is an important position and would cost \$50,000 plus benefits. More information is needed for a better understanding on how this position will be used. Item tabled and will be brought back.

**V. Routine Matters - Correspondence and Notices -** There were none.

**VI. Topics the Chair could not Reasonably Anticipate Forty-eight (48) Hours in Advance of the Meeting -**

Ms. Stanton Cross wanted to recognize the community for their support for the MAC roof replacement.

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

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

**Roll call vote:**

Orlando Yes Pacheco Yes Stanton Cross Yes Tavares Yes Viveiros Yes

The Virtual School Committee Meeting adjourned at 8:43 pm.

**Meeting Documents**

Water Testing and Cost

Memberships to Organizations and Associated Fees

WSRHS Field Trip Grades 9 &10 Panama February 12, 2022 – February 19, 2022

WSRHS Field Trip Grades 10-12 Greece April Break 2022

Extended Day Rates

New Registrar Job Description

*Submitted by Sharon Pinho School Committee Recording Secretary*