

**Westport School Committee**  
**Work Session**  
**DATE: Tuesday, November 24, 2020**  
**Time 6:00 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, Nancy Tavares, Antonio Viveiros

**Also Present:** Thomas Aubin Acting Superintendent, Michelle Rapoza School Business Manager, Kerri McKinnon Acting Assistant Superintendent/Principal

**I. Call to Order** - Chair Viveiros opened the Virtual School Committee Work Session at 6:07 pm.

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**

**II. FY22 Budget Discussion** - Superintendent Aubin reported they are looking at the following structure:

**JRSRHS** grades 5-12 / **WES** grades 1- 4 / **MAC** grades Pre-K - K

Mr. Aubin asked if there were any questions about the recommended proposed physical structure for the district.

Ms. Stanton Cross asked what the rational was for determining the MAC grade structure. Mr. Aubin mentioned three points. 1. Flexibility on what can be done at MAC. 2. They can host different scenarios for example, administration going into the pods, Extended Day flexibility. 3. Develop a focus on reading. Mr. Aubin will talk about diagnostic results of student testing at the next meeting.

Members agree about the proposed grade structure for the district.

Mr. Aubin reported the building principals are going over personnel needs. Meetings are being held throughout the district to determine student and staffing needs. Ms. Elaine Santos has been included with all meetings.

Discussion was held on inclusion and pull outs. Mr. Aubin shared that the district is committed to provide Professional Development for the work staff are doing.

Ms. McKinnon informed the members that a student from the high school is doing her senior project on the development of a sensory room for student social emotional support. Her project includes staffing, funding, and donations for the development of this sensory room. Ms. McKinnon will be getting more information on the project's focus.

Schedule - Ms. McKinnon gave a synopsis of the preliminary schedule she is working on with Ms. Charette. They looked at a 6 drop 1 schedule. This has a 6-day rotation, 6 blocks but 1 block drops every day with a total of 5 periods a day. This works for grades 5-8 and 9-12. Classes are 68 and 73 minutes. There is a Wildcat block that can be used for science labs, AP instructional time, remediation and enrichment. They are also looking at having class periods all be 60 minutes with a 45-minute Wildcat block. It was noted that NEASC likes the idea of an advisory period. During a Wildcat block, teachers can determine what would be done, rather than be administrative driven. Ms. McKinnon said it would be beneficial to have the Wildcat block every day, with a 6-day rotation. This gives more choices for classes. Blocks rotate with a stationary Wildcat block during the third block. Next meeting Ms. McKinnon will present a visual of the proposed schedule.

Mr. Aubin is having a budget meeting with Mr. Duarte from Facilities and Ms. Ouellette from the Custodial Department.

Transportation - it is recommended to roll over the current contract for the FY22 school year.

Technology - hired a networking webmaster this week. This person will be joining the staff shortly.

Registrar position is on hold. Ms. Rapoza is in the process of doing a salary comparison and getting a job description. This position would do all district registrations year long, state reporting, and other duties. There was concern on funding for this position. Ms. Rapoza mentioned that restructuring to make things more efficient could be a way to fund this position with no increase to the budget. The Registrar position could also work to find more money for the district with Medicaid reporting, MCAS data, out of district issues, working with homeschoolers and building principals.

Technology issues - bandwidth, fiber, phone issues. Looking to find a way to have the phone systems uniform.

Modular Units - Ms. Rapoza has been in touch with Wilscot Company to see what they can do. The cost to return the modular units is \$165,000 and \$365,000 to buyout. They will be sending out someone to fix the window leaks next week. There may be an answer by Monday.

Mr. Aubin mentioned they are testing a program called i-Ready that has the ability to collect extremely important data.

Ms. Stanton Cross requested to see various budget scenarios with a 0%, 1%, and 2% increase for WFT contract raises. Last year a 3.5% raise costing \$654,000 was implemented. With these budgets, she also would like the staffing to determine the number of positions it would include.

Mr. Aubin mentioned they are trying to do innovative programming and will present ideas to the members for their input in making decisions.

Mr. Aubin reported the Westport Federation of Teachers sent a letter about opening negotiations for a contract. In addition, they are still working to get the MOU resolved.

Mr. Aubin mentioned there was a meeting with the Commissioner. The idea of going completely remote for 2 weeks after the holiday break was mentioned. There was no decision on this issue at this time.

Mr. Aubin recommended to hold an Executive Session.

**III. 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

5/0/0

Roll call vote:

Orlando Yes    Pacheco Yes    Stanton Cross Yes    Tavares Yes    Viveiros Yes

The Virtual School Committee Work Session adjourned at 7:37 pm.