

**Westport School Committee**  
**Work Session**  
**DATE: Tuesday, November 17, 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:** Melissa Pacheco (*arrived at 6:13 pm.*), Nancy Stanton Cross, Nancy Tavares, Antonio Viveiros

**Members Absent:** Michelle Orlando

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

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

**II. FY22 Budget Discussion** - Discussion on formulating the budget took place. It was noted that the \$505,000 given by the Town in October 2020 is included.

*(Ms. Pacheco arrived here at 6:13 pm.)*

Superintendent Aubin met with the Leadership Team to discuss the school district structure. The budget is driven by personnel, however there are various issues to also consider.

Other items for budget consideration:

1. Administrative Structure: salary range schedule, conduct an audit of district positions, enrollment for new school, district structure - JRSRHS grades 5-12 / WES grades 1-4 / MAC grades Pre-K - K. Enrollment numbers will change - MAC from 353 students to 160, WES from 461 students to 424, JRSRHS from 550 students to 812.
2. Maintenance structure - new school building, district structure, Head of Facilities
3. Transportation contract expires 2021- roll over for another year will keep the same daily rate. (\$66K per bus, \$367 per day per bus).

4. Technology - staffing - 1 Director, 1 networking-webmaster, 2 FT support technicians, 1 PT support technician

Other staffing - Add a Registrar position

5. Modular units - Wilscot Company working to either take back or buy out, waiting for numbers to go either way, flooring costs.

6. Verizon phones / fiber tech issues bandwidth - Fios - hope to get some reimbursement from E-Rate at 60%.

7. Charter/Spectrum - Internet/Intranet contract expires June 2021.

Superintendent Aubin reported the FY21 budget has not been approved at the state level.

Discussion took place on the Administrative structure at the JRSRHS. Mr. Pacheco, Athletic Director sent a memo explaining that middle school students must be under the high school principal to be eligible to compete in high school sports. They cannot have separate principals. There was further discussion on how to handle sports. Although sports are a big factor, the overall quality of a student's education is important.

Discussion on having a middle school and high school experience took place. Ms. McKinnon recommended there should be a separate middle school and high school. There are 2 main offices and the new school was marketed to the community as being separated.

Discussion was held on the JRSRHS schedule. Ms. McKinnon is working on a preliminary plan and described the structure as a modified block for the high school and a 5 by 5 schedule for the middle school, both including a Wildcat block for enrichment and support.

Graduation requirements will be looked at. There are presently 115 credits with most high schools ranging in the 90's.

Ms. Pacheco mentioned she will be on a dual enrollment subcommittee.

Discussion on transportation took place. Bus schedule with a staggered start will not work. Percentages riding the bus is 52-58% for grades 7-12 and 60-70% for grades 5 and 6. Ms. Rapoza is working on future bus routes for the JRSRHS.

Mr. Aubin and Ms. McKinnon will be working on a plan to identify restructuring and will work with a revised potential budget. Preliminary drafts will be sent out for comments.

**III. 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 Pacheco

4/0/0

Roll call vote:

Pacheco Yes      Stanton Cross Yes      Tavares Yes      Viveiros Yes

The Virtual School Committee Work Session adjourned at 7:53 pm.

