

**Westport School Committee  
Regular Meeting  
DATE: Thursday, February 6, 2020  
TIME: 6:30 p.m.  
PLACE: Westport Jr./Sr. High School Media Center**

**MINUTES**

**Members Present:** Melissa Pacheco (*arrived at 6:36 pm.*), Michelle Orlando, Nancy Tavares, Antonio Viveiros  
**Members Absent:** Nancy Stanton Cross

**Also Present:** Dr. Gary Reese, Superintendent, Michelle Rapoza, School Business Manager

**Special Guests and Presenters:** Erin Mello RISE II Teacher, Ben Marshalek Physical Education Teacher, Jayden Zuber, Aaron Paiva, Donjae Raiche Westport students

**I. Call to Order** - A quorum being present, Chair Viveiros called the meeting to order at 6:30 pm., followed by the Pledge of Allegiance.

**II. Notice of Recording of Meeting** (M.G.L. 30A:20f) - Chair Viveiros announced the meeting was being recorded. **Comments and Statements from the Public** – There were none.

**III. Informational Agenda**

A. Student Representatives' Report – Avery Avila, Amy Tran, and Mark Allen – Student Representatives were not in attendance this evening.

B. Superintendent Report – Dr. Reese informed the members that the staff attendance report for January 2020 is in their packets. An application for a grant entitled SWIG (School Water Improvement Grant) was submitted on February 3. This grant will update water bottle filling stations at MAC and will include materials and labor. DEP has given approval for water bubblers at the MAC to be opened and started up. They would like testing to be done on a monthly basis. So far testing results have come back positive. Families will be made aware about the testing. Frozen Junior drama production is going on today, tomorrow and Saturday. Tickets sold at the door only.

*(Ms. Pacheco arrived here 6:36 pm.)*

C. Business Manager Report – FY20 Quarterly Budget Review – Ms. Rapoza reported on the Summary of Expenditures dated 7/1/2019 -12/31/2019. To date a total of 35% of the budget has been expended. In addition, revolving accounts and Extended Day revolving account was included in the report.

D. Bill Warrant Update: 2-14-20 – Chair Viveiros acknowledged reviewing and signing the bill warrant for 2-14-20 in the amount of \$158,156.19. All bill warrants were emailed to school committee members for review.

E. WJSH Spotlight – Advocats – Erin Mello RISE II Teacher and Ben Marshalek Physical Education Teacher presented a PowerPoint on the program they are involved with called Advocats. This program educates students about inclusive practices and promotes disability awareness. They introduced many aspects of the program that include adaptive physical education, schoolwide jobs like helping in the cafeteria, board game days, participation in Special Olympics, cooking, creative projects, collaborative art projects and visits to the Westport Council on Aging.

A few students shared their experiences with being a part of the Advocats Program. Jayden Zuber 10<sup>th</sup> grade was part of the program last year and was interested to see how other people act towards each other. Aaron Paiva loves to interact with all the kids and shared the activities he participated in at the Council on Aging was fun. Donjae Raiche likes to see students smile when they pronounce his name.

F. FY21 Proposed Budget Discussion – Dr. Reese has been working on revising the budget to develop one that acknowledges needs of the students. October through December work was done with each principal looking at staffing needs and priorities. Progression of the budget was explained.

On January 9, 2020 a budget in the amount of \$19,477,288 or an increase of 3.7% was presented to the SC members. This budget was \$148,609 over the Town's request.

On January 23, 2020 a Work Session was held and the budget was reviewed line by line for potential savings. Adjustments were made.

On January 30, 2020 the proposed budget presented to the SC was \$19,341,912 or a 3.0% increase reflecting \$13,233 over the Town's budget figure.

Mr. King informed the School Department the budget needs to be reduced by \$256,724.

On February 4, 2020, a Work Session was held showing a budget with proposed reductions that would drastically impact the district. Not having sufficient supports and programs, students may leave for other schools and this costs money. It was noted the budget reflects 84% for salaries and 16% for everything else.

Discussion took place on asking for what is needed.

Dr. Reese explained that Collaborative Programs work together to share resources. Westport belongs to a collaborative and as a member, the district can send students at a reduced cost. Having a voice on how this collaborative is run is also a benefit.

#### **IV. Action Agenda - (taken out of order)**

A. Review and Act on FY21 Proposed Budget - The proposed FY20/21 budget was set in the amount of \$19,527,562. A budget number needs to be voted on, then this amount will go before FinCom on February 25<sup>th</sup>.

Discussion was held on adding funds of \$70,000 to the budget to support the Chromebook initiative, with all members in agreement.

A motion was made to approve the FY20/21 Westport Community Schools Education Budget in the amount of \$19,597,562 - including the cost for Chromebooks.

Motion by Pacheco, seconded by Tavares 4/0/0

#### **III. Informational Agenda – (continued)**

G. Use of Facilities Discussion - Item tabled to the next SC meeting.

H. Subcommittee Updates –

Policy Subcommittee – Ms. Pacheco announced there will be a Policy Subcommittee on Monday February 10 at 5 pm. to review the homework policy and MASC policy updates.

Town Audit Committee – Ms. Orlando reported at the last meeting the auditor was on the phone and spoke about resolved issues from the Treasurer's Office. Next meeting will take place in March. Ms. Rapoza informed members that procedural manuals are discussed and will be combined with the Town's.

School Building Committee - Dr. Reese reported the project is on budget. An aerial view of the work was shown and next steps were discussed. Chair Viveiros reported last night a Design Subcommittee meeting was held. Items discussed included baseboard trim, adding back granite curbing if possible and floor options /types such as tile, rug, and concrete. Color of the brick was approved at a prior meeting adding an additional \$19,000.

#### **IV. Action Agenda**

B. Review and Act on Minutes of Thursday, January 16, 2020 Work Session and Thursday, January 23, 2020 Work Session, Thursday, January 30, 2020 –

A motion was made to approve the minutes of Thursday, January 16, 2020 Work Session and Thursday, January 23, 2020 Work Session, and Budget Public Hearing Thursday, January 30, 2020.

Motion by Tavares, seconded by Pacheco 4/0/0

C. Review and Act on a \$9,040 Financial Literacy Planning & Implementation Grant for the Westport Community Schools - Dr. Reese mentioned this grant is a way to supplement and support the budget with funds coming from the Department of Education. Funds will assist in developing curriculum for K-12 to teach financial literacy skills.

A motion was made to accept \$9,040 Financial Literacy Planning & Implementation Grant for the Westport Community Schools.

Motion by Orlando, seconded by Tavares. 4/0/0

D. Review and Act on a \$4,000 WEF Grant for the WJSH Drama Club Spring Musical: Once Upon a Mattress – This grant is an example of how the community supports the schools.

A motion was made to accept \$4,000 WEF Grant for the WJSH Drama Club Spring Musical: Once Upon a Mattress.

Motion by Orlando, seconded by Pacheco

3/0/1 (Tavares abstained)

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

VI. **Comments and Statements from the Public** – Tracy Priestner member of Finance Committee asked about the removal of the School Resource Officer. Ms. Rapoza said this was not on the budget, however the Campus Supervisor will be cut and monitoring will be covered by teacher's duty time. Ms. Priestner mentioned she wanted people to understand that out of district placements is a loss of state funding. What is actually lost is revenue of funds coming in and no one is writing a check. Ms. Priestner asked if there is a plan for the \$41,500 funds coming from the Student Opportunity Act and going into the general fund. Medicare reimbursement also goes into the general fund and it is not captured. Dr. Reese mentioned the difference between Medicare funds and the Student Opportunity Act funds is a plan needs to be written by April 1 explaining how this additional money will be used. This plan also needs to be approved by the SC. Ms. Priestner added that the Finance Committee values the school's budget, however there is only so much money to allocate equitable and fairly amongst all the departments. The figure of 52% generally goes to school and this has been increased over the years from 49% - 50%.

VII. **Additional Agenda Issues** – No additional items. Next SC meeting March 5, 2020.

VIII. **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

4/0/0

Roll call vote:

Orlando Yes

Pacheco Yes

Tavares Yes

Viveiros Yes

The School Committee meeting adjourned at 8:12 pm.

### Meeting Documents

FY21 Proposed Budget

\$9,040 Financial Literacy Planning & Implementation Grant for the Westport Community Schools

\$4,000 WEF Grant for the WJSH Drama Club Spring Musical: Once Upon a Mattress

*Submitted by Sharon Pinho School Committee Recording Secretary*