

**Westport School Committee
Regular Meeting
DATE: Thursday, August 15, 2019
TIME: 6:30 p.m.
PLACE: Westport Jr./Sr. High School Media Center**

MINUTES

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

Members Absent: Michelle Orlando

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

Special Guests: Renaming the WES Paul Cuffe Support Group Betty Slade, Representative Paul Schmidt, Bob, Jenny O'Neal

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. Superintendent Report – Dr. Reese gave a staffing update as of August 13, 2019 for filled and open positions. In September, new staff and administrators will come to meet the SC. Dr. Reese announced that Laura Charette is the new Assistant Principal at WJSHS, Anthony Tomah is the new Director of Technology and Jennifer Chaves is the new Extended Day Director.

There was a 2-day Leadership Retreat that focused on culture and climate. The district is moving forward with the WES roof project. There is a state deadline in September to submit capital maintenance plans.

Ms. Rapoza gave a summer project update with funds coming from Capital Improvement Funding. Replacement of the MAC water system is moving along quickly. Office areas at all 3 schools were worked on by replacing glass and interiors doors, entry door windows, moved buzzers and cameras. All updates were done for safety and security measures. Replacement tiles at MAC were completed in 2 rooms, there are 8 rooms remaining. Fire alarm checks were made. Gym floor was replaced with a rubber floor. Asphalt work was done and parking spots were added.

Dr. Reese informed everyone that the state is piloting a new rubric for the Superintendent evaluation for 2019-2020. Working with Ms. Tavares and Ms. Pacheco, a decision on whether to go with this new rubric or use the present one will be made.

Dr. Reese informed members that he will participate in the following workshops - Sept. 28 Becoming More Engaged and Inclusive Educational Leaders: Pathways for Supporting LGBTQ Students and on September 26 Open Meeting Law. These workshops are a valuable opportunity for committee members to participate as well. Dr. Reese attended the Superintendent Executive Institute that focused on equity. Another training was Title 9 for Administrators. Westport hosted this training and by offering the site 6 registrations were received for free. In the fall, there will be a SEL Southcoast Summit free workshop series on a Saturday, information on date and time will follow.

Dr. Reese is looking at the offerings for the Westport Adult Education Program. Programs on financial literacy, exercise and holiday food preparation will be upcoming. Anyone with a special talent to teach can let him know.

Mr. Elwell is working on the Mass Redesign Grant focusing on culture and climate. If this grant is received there will be a 2-day training in November. The second grant, partnering with Brockton Public Schools is from the Barr Foundation called Portrait of a Graduate that works on goals and crafting a vision when students leave high school. This grant is due at the end of August and notification will be after September 3. The third grant is the School Safety Grant that will purchase cameras, upgrade doors, locks and To Go kits. In addition, nicotine detection system installation will be explored.

D. Renaming of the Westport Elementary School – *(taken out of order)* - Resident Betty Slade made a request to have the name of the Westport Elementary School changed to the Captain Paul Cuffe Elementary School. State

Representative for Westport Paul Schmidt was also present to speak on the name change and mentioned Paul Cuffe is a distinguished historical figure that has made an impact in the community. Ms. Slade gave materials in a packet to SC members. Bob came up to speak on how important the Cuffe family appreciates this opportunity and the importance of honoring one's ancestors. Jenny O'Neal shared the countless opportunities to teach the children of Westport about Paul Cuffe. Chair Viveiros mentioned that everyone should read the information on Paul Cuffe. This item will be scheduled for a future SC meeting to allow public comment from the community, then a decision can be made. Ms. Stanton Cross brought up the date of September 7 that celebrates Paul Cuffe and recommended this group plan an event at the WES to make students aware of him. Ms. Slade was encouraged to coordinate with Dr. Reese about a future event.

B. Bill Warrant Update: 7-19-19, 8-2-19 and 8-16-19 – Chair Viveiros reported that all 3 bill warrants were reviewed and signed. Amounts were as follows: Bill Warrant 8/16/19 \$152,691.55, Bill Warrant 8/2/19 \$192,963.26, Bill Warrant 7/19/19 \$221,422.72.

C. Appoint SC Member to the Audit Committee & the Camping Ground Use Committee – Chair Viveiros explained that the Board of Selectman would like to solicit a member from the School Committee to sit on a new Audit Committee. Chair Viveiros appointed Michelle Orlando to serve on the Audit Committee. Brian Valcourt will be informed so that a meeting can be organized.

Campground Use Committee is a town subcommittee created on June 24, 2019. A School Committee member was requested to serve on it for a yearly term. Chair Viveiros appointed Nancy Stanton Cross to serve on the Campground Use Committee.

E. School Building Committee Update - Chair Viveiros reported that the Design Subcommittee met on Tuesday August 13 and went over value management items along with Agostini Construction. The budget was reduced to under \$5M making the project within the allotted budget. The SBC met Wednesday August 14 to approve the recommendations. Chair Viveiros mentioned some items could still be changed. Agostini could make further recommendations in the future. The committee feels confident in the progress made. Earthmoving will begin in a few weeks around mid-September. The next phase of the contract needs to be approved and voted on. The bids for sitework concrete and steel went out today. It was noted that the SC needs to be a strong voice and are the owners of the project.

F. Policy – First Read – Policy DD Funding Proposals and Applications – Dr. Reese explained the current policy's language needs to be updated to reflect current practice. Dr. Reese looks over all grant applications for the district and the SC accepts the grants. The wording state federal and private funding should just say funding.

IV. Action Agenda

A. Review and Act on Policies:

1. Policy EBC – Emergency Plans
2. Policy EFD – Meal Charge Policy – Ms. Rapoza recommends to edit pg. 1 of 2 the last sentence to say “any positive remaining funds for a particular student will be carried over to the next school year” because negative balances cannot be carried over to the new school year, the General Fund has to pay for them.
3. Policy JFABE – Educational Opportunities for Military Children
4. Policy JFABF – Educational Opportunities for Children in Foster Care
5. Policy JFABG – Admission of Staff Children Attending WCS

A motion was made to approve policies EBC, EFD, JFABE, JFABF and JFABG with the updated changes.
Motion by Stanton Cross, seconded by Pacheco 4/0/0

Chair Viveiros mentioned the need for a policy meeting. A workshop was held that discussed the school handbooks and district policy book. Dr. Reese added that the principals are meeting to get the policies for all the handbooks in order. It was recommended to remove the district policy book. School handbooks will reference SC policies. Ms. Pacheco will schedule a policy meeting with Ms. Tavares.

B. Review and Act on a \$20,000 Donation of Furniture from The Furniture Trust Company - Dr. Reese is working with a business called The Furniture Trust to upgrade furniture. There is no charge to purchase furniture, only a delivery fee. The total fair market value of the items received is \$20,000.

A motion was made to accept receipt of the furniture from The Furniture Trust valued at \$20,000.

Motion by Tavares, seconded by Stanton Cross 4/0/0

C. Review and Act on Minutes of Tuesday, July 9, 2019 –

A motion was made to approve the Minutes of Tuesday, July 9, 2019.

Motion by Stanton Cross, seconded by Tavares 4/0/0

D. Review and Act on Work Session Minutes of Thursday, July 26, 2018, Tuesday, October 2, 2018 and Wednesday, July 24, 2019 –

A motion was made to accept the Work Session Minutes of Thursday, July 26, 2018 and Tuesday, October 2, 2018.

Motion by Stanton Cross, seconded by Tavares 3/0/1
(Pacheco abstained)

A motion was made to accept the Minutes of July 24, 2019.

Motion by Stanton Cross, seconded by Tavares 4/0/0

V. **Routine Matters - Correspondence and Notices** – Chair Viveiros received information on Paul Cuffe from Betty Slade.

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

VII. **Additional Agenda Issues** – Ms. Pacheco will post a Policy Subcommittee Meeting.

VIII. **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 School Committee meeting adjourned at 8:03 pm.

Meeting Documents

Appoint SC Member to Audit Committee & Camping Ground Use Committee

Renaming of the Westport Elementary School

First Read – Policy DD Funding Proposals and Applications

Review and Act on Policies:

EBC – Emergency Plans

EFD – Meal Charge Policy

JFABE – Educational Opportunities for Military Children

JFABF – Educational Opportunities for Children in Foster Care

JFABG – Admission of Staff Children Attending WCS

Review and Act on a \$20,000 Donation of Furniture from The Furniture Trust Company

Submitted by Sharon Pinho School Committee Recording Secretary