

**Westport School Committee**  
**Regular Meeting**  
**DATE: Thursday, October 17, 2019**  
**TIME: 6:30 p.m.**  
**PLACE: Westport Jr./Sr. High School Media Center**

**MINUTES**

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

**Also Present:** Dr. Gary Reese, Superintendent

**Special Guests and Presenters:** Mark Allen and Avery Avila Student Representatives, Darren Elwell Director of Curriculum, Karen Archambault Assistant Principal JRSR High School, Stacey Duquette WES Principal, Jason Pacheco Athletic Director

**I. Call to Order** - A quorum being present, Chair Viveiros called the meeting to order at 6:36 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 – Mark Allen reported that he is trying to work with the head of student government, golf team had a tri county tournament today, the band played several times and will be playing Veterans Day at the cemetery.

Avery Avila reported the Washington D.C. trip information night took place on October 15, contact person is Jennifer Fitton and informational paperwork is available in the high school main office, Unity Day will be celebrated on October 25, wear orange to promote anti-bullying.

B. Superintendent Report – Dr. Reese reported as part of the accelerated repair program for the feasibility study for the WES roof, MSBA selected Vertex Companies as the OPM at a cost of \$7,500 and SLAM Collaborative as the designer at a cost of \$89,662 for their contracts. These costs include the entire feasibility process, engineering work, hazardous materials studies, cost estimating, schematic design and preparation of materials. There is a 49% reimbursement rate through the MSBA.

C. Bill Warrant Update 10-11-19 – Chair Viveiros acknowledged the Bill Warrant for October 11, 2019 in the amount of \$122,071.65. All members received the bill warrant for review with one member signing it.

D. MCAS 2.0 Report – Mr. Elwell presented the 2019 MCAS Achievement Data by Grade Level and Content Areas Report. The state looks at achievement, student growth, English Language proficiency, chronic absenteeism, advanced coursework and places emphasis on the lowest performing students' achievement. The district advanced in the accountability system with JRSRHS moving from moderate to substantial progress towards targets category. Westport was ranked in the 48% percentile. Mr. Elwell provided a variety of specific data on the accountability system.

**WES** - Ms. Stacey Duquette spoke on the challenges and action steps. They are having practice in writing responses in Math and not just in ELA, incorporating more technology, responding through online assessments, looking at data/weaknesses, using self-reflection with the students and now have coaches who are resources to the staff.

**JRSRHS** - Ms. Karen Archambault spoke on SGP - Student Growth Percentile for 2018 vs. 2019 based on students in Massachusetts. She presented growth figures for Westport students in comparison to the state. Changes made include grade 10 having 2 semesters of math Geometry I and II or Geometry I and Algebra II, 9<sup>th</sup> grade and 10<sup>th</sup> grade receive more math classes, 10<sup>th</sup> grade participated in PSATS and teachers participate in Understanding By Design and in grade 7-12 math Professional Learning Community PLC.

E. School Culture/Climate – Dr. Reese began by showing a PowerPoint presentation on Culture and Climate. The district goal and each school's action steps for 2019-2020 along with what has been accomplished for the months of September and October were reviewed. Also included was the WCS District Departments. Mentioned was the

VOCAL survey. The leadership team has adapted some of the same indicators from this survey for faculty, staff, parents and community members to respond to about measuring perceptions. Surveys will be administered in the fall and late spring. Principals and department heads were in attendance to answer any questions. There were no further questions from the members.

F. Acknowledgement of WEF Grant for the Seven Day Artist-in-Residence Puppetry Workshop at the MAC – Dr. Reese informed members this grant has been ongoing and provides the students with the opportunity to experience puppet shows as well as creation of their own puppets to put on a performance. The funds of an additional \$2,000 will be used towards stipends. There is no action needed. All members acknowledged this grant.

G. School Building Committee Update – Chair Viveiros reported the SBC had a meeting yesterday. There was a successful groundbreaking last week. Third graders were in attendance due to their class being the first students to attend the new school for all their school years. Additional items discussed was well testing, issue with Green St. property survey with a possible need to rearrange parking, removal of tennis courts lights and repurposing them to another organization. On the site there is earth moving, clearing and trailers have arrived. Next meeting is November 20.

#### IV. Action Agenda

A. Review and Act on Minutes of Thursday, October 3, 2019 –

A motion was made to approve the Minutes of Thursday, October 3, 2019.

Motion by Orlando, seconded by Tavares

4/0/1  
(Stanton Cross abstained)

B. Review and Act on Appointment of Westport Delegate for MASC Annual Meeting –

A motion was made to nominate and appoint Michelle Orlando as a delegate to represent and act on the districts' behalf at the MASC Annual Conference.

Motion by Tavares, seconded by Pacheco

5/0/0

C. Review and Act on MASC Resolutions – Chair Viveiros asked committee members to read over the 9 resolutions that will be presented at the MASC Conference. Ms. Tavares suggested if SC members have an opinion on these resolutions forward them to Ms. Orlando so she can act in behalf of the SC.

D. Review and Act on WJSHS FY20 Class/Club Offerings – Mr. Pacheco spoke on behalf of the clubs. A new club offering called Medical Club for the 2019-2020 School Year is being proposed.

A motion was made to approve and add the Medical Club to the WJSHS FY20 Class/Club Offerings.

Motion by Tavares, seconded by Stanton Cross

5/0/0

A motion was made to approve the list of WJSHS FY20 Class/Club Offerings.

Motion by Tavares, seconded by Stanton Cross

5/0/0

Dr. Reese is working with the MTRS on allowing a stipend to be pensionable.

G. Review and Act on a \$2000 Donation from Samuel Young (former WHS student) for the WHS to Help Support Efforts to Increase Student Access to Career and Educational Opportunities (*taken out of order*) -

Dr. Reese explained this grant supports looking at ways to teach students about different careers.

A motion was made to accept the \$2000 Donation from Samuel Young for the WHS to Help Support Efforts to Increase Student Access to Career and Educational Opportunities.

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

5/0/0

H. Review and Act on a Donation of a Golf Cart from Mr. Viveiros for Use by the WJSHS (*taken out of order*) -

A motion was made to accept the donation of a Golf Cart from Mr. Viveiros for Use by the WJSHS.

Motion by Tavares, seconded by Pacheco

5/0/0

E. Review and Act on 1:1 Technology – Dr. Reese outlined 1:1 Technology Implementation by showing a detailed PowerPoint covering advantages, disadvantages, being successful and a 10-year projection. Grades targeted would be 9-11. The plan would be next year to purchase for incoming 9<sup>th</sup> graders in 3 consecutive years. An analysis would then be conducted. In 2025, expand purchase to 9<sup>th</sup> and 5<sup>th</sup> grades. Other items considered are to lease the Chromebooks over 3 years, purchase Chromebooks at \$320 each including license and case, as well as a \$30 annual student insurance fee. Cost savings of \$10,000-\$15,000 on textbooks and printing/copying savings was mentioned.

Ms. Stanton Cross will be approaching the Cable Advisory Board to ask them for a 3-year plan to fund the Chromebooks.

Discussion took place on student responsibility and ownership, eliminating the fee and PD for faculty.

A motion was made to move forward with the districts' long-term plan for a 1:1 Technology Implementation Proposal and to nominate Nancy Stanton Cross to work with the Cable Advisory Board.

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

F. Review and Act on Administration Office Space – Dr. Reese provided the committee with various options for the relocation of the central office administration. If the committee is looking at the MAC site there is not a need to make any decisions at this time. CIPC would need to be involved if looking at a purchase or finding another office space.

Discussion took place on the idea of building an administration facility on the campground with a potential community center. BOS would be approached for a site engineer to study the campground site to decide on what kind of building, fields, etc. could be placed on site. Utilization of the high school building and using the pods were also mentioned. No decision was made at this time and discussions will be ongoing.

V. **Routine Matters - Correspondence and Notices** – Chair Viveiros acknowledged receipt of the MAC Newsletter. A letter was received from Ann Marie Forbes.

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

VII. **Additional Agenda Issues** – Approval of the Washington DC trip, Ms. Orlando would like to discuss t-shirts for ceremonies, have a discussion on scholarships and provide an update on the Audit Committee. Ms. Pacheco requested an MCAS review and discussion about the MASC Conference.

School Committee meetings were adjusted with one meeting scheduled for November 14 and eliminating November 7 and 21.

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 5/0/0

Roll call vote:

Orlando Yes Pacheco Yes Stanton Cross Yes Tavares Yes Viveiros Yes

The School Committee meeting adjourned to executive session at 8:39 pm.

**Meeting Documents**

- Review and Act on Appointment of Westport Delegate for MASC Annual Meeting
- Review and Act on MASC Resolutions
- Review and Act on WJSHS FY20 Class/Club Offerings
- Review and Act on 1:1 Technology
- Review and Act on Administration Office Space
- Review and Act on a \$2000 Donation from Samuel Young (former WHS student) for the WHS to Help Support Efforts to Increase Student Access to Career and Educational Opportunities
- Review and Act on a Donation of a Golf Cart from Mr. Viveiros for Use by the WJSHS