

Westport School Committee
Regular Meeting
DATE: Thursday, January 9, 2020
TIME: 6:30 p.m.
PLACE: Westport Jr./Sr. High School Media Center

MINUTES

Members Present: Melissa Pacheco (*arrived at 7:17 pm.*), Michelle Orlando, Nancy Stanton Cross, Nancy Tavares, Antonio Viveiros

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

Special Guests and Presenters: Mark Allen, Avery Avila, and Amy Tran Student Representatives, Stacey Duquette WES Principal, K McDaniel Human Resources

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

Mark Allen reported there was a yearbook cover contest, yearbook committee will have Tuesday meetings during the year, SADD and STEEL groups are planning a Health Fair, Project Safe Space plans to implement gender neutral bathrooms, there is a fundraiser for bus transportation to the GSA leadership conference, play announced will be Once Upon a Mattress performances March 13-15, freshmen are raising funds for Australia, senior class cap, gown and sweatshirt bundles will be \$55, varsity boys basketball had 5 wins/ 2 losses, girls basketball had 3 wins/ 2 losses, conference play begins against Sacred Heart January 15.

Amy Tran reported the International Exchange Club hosted a clothing drive, senior Morgan D' Amaral received the South Coast Artist's Group Scholarship, colleges students were accepted to were Bridgewater State University, University of Massachusetts Amherst, Rensselaer Polytechnic Institution and University of Wisconsin Madison.

Avery Avila reported on January 15th there will be a Career Fair, 2nd term ends January 23, February 1 they will welcome Japanese exchange students and they are looking for families to host these students from Feb. 1-14, they will have karaoke, host a welcome party and will visit Boston.

B. Superintendent Report – Dr. Reese reported the following updates:

MAC water issue is now waiting for final approval from the DEP to get the water online. There is still testing being done with positive results so far.

Grade 9 orientation will take place on January 21. This will give the 8th graders the opportunity to see what 9th grade has to offer. Scheduling, courses, athletics, offerings and other opportunities will be presented.

Staff attendance report for December 2019 is in SC packets.

Dr. Reese met with Dana Stewart from the Recreation Department about providing open gym on Sunday mornings for Pre-K- grade 12 during the winter months. The program would be a 5-6-week program with different time periods for different age groups. More information will be provided.

While the school building project is happening, they are exploring an alternative location for tennis. Mr. Pacheco has meet with Dartmouth Tennis to discuss cost for rental including transportation. They are looking into how these costs can be minimized.

C. Bill Warrant Update: 1-3-20 – Chair Viveiros reviewed and signed the bill warrant. The warrant was emailed to school committee members for review. Bill warrant dated 1-3-20 was in the amount of \$125,512.18.

D. Human Resource Update – K. McDaniel presented a PowerPoint on substitute recruiting, orientation and new hire onboarding. They presently post substitute information on the school website, various recruiting websites and

various other sources used to get information disseminated. Over the past 6 months, 120 people came through to attend the orientation. They do outreach and presently have 90 active substitutes with different availabilities, so not all of these people are working on a regular basis. Next, she covered regular staffing and how they acclimate them into the district.

E. WES School Program Spotlight – S. Duquette requested to place a spotlight on the Drama Club. Their production of *Frozen Jr.* added students from the JRSR High School and MAC. Student Alex came to the microphone and explained her experience with playing the part of Elsa from *Frozen*. By doing this play, the choreography and songs have given her confidence, she is learning to work with a team and she shared that this experience makes her feel better about herself. The play directors (Music and Chorus teachers) expressed that the 70 students are working well together. The play dates will be February 6,7,8 in the JRSRHS auditorium.

F. FY21 Budget Presentation (Separate Cover) – Dr. Reese reported that members received packets and binders on the FY21 Budget. Next week Department Heads will be here to present. Dr. Reese began with the vision and mission statements, district improvement goals and guiding priorities for the FY21 school budget.

Mrs. Rapoza explained Special Education enrollment from FY14-20, grants and the impact on the budget, free and reduced lunch percentages, student fees, school enrollment statistics, student enrollment by grade and the budget timeline.

Ms. Stanton Cross suggested that the district needs to look at other co-ops for sports offerings and to speak about options with Mr. Pacheco.

Ms. Pacheco arrived here at 7:17 pm.

Dr. Reese explained the proposed budget is \$19,477,288 reflecting a 3.7% increase. \$19,328,679 is the Town proposed budget reflecting a 2.9% increase. A chart and graph depicting category breakdowns as well as salaries versus expenses for the FY21 budget was presented. Chomebooks are not included in this FY21 budget.

A request to have a breakdown of the students coming into the district under school choice and why they chose to come to Westport was made.

G. WJSHS Student/Teacher Schedule 2020-2021 Update – A sample teacher schedule for the HS was presented. Still needed is a schedule for the Jr. High to be able to make comparisons. Members decided to table this issue for now, meet at 5 pm. next meeting and have a Working Session to discuss scheduling. Requests were made to have a specialist schedule, explanation of what duties consist of and how common planning will work including ownership and reporting.

H. Subcommittee Updates –

Cable Commission – Ms. Stanton Cross has nothing new to report.

Build Re-Use Committee – Mr. Viveiros reported nothing has changed.

Campground Use Subcommittee – Ms. Stanton Cross reported an RFP has been submitted for a site engineer.

Funds are being requested in an article for special Town meeting not to exceed \$10,000. Funds cannot come out of discretionary funds.

School Building Committee – Mr. Viveiros reported the SBC had a meeting last night. The land survey is still ongoing. A meeting was held with the DEP about the public water supply well and the current use of the WES well. There is an option to have 2 tiered fields. They are waiting for a response from the DEP on the fields. Additional well in back of the campground was discussed. Design Subcommittee voted on the colors for the exterior brick and design panels. Presently they are \$1.4 million under budget, so they are discussing the possibility of getting back some of the value management items that were cut. Erosion control measures are continuously being deployed and the DEP visit stated everything looked good at the site. Guaranteed Maximum Price GMP is \$73,650,000 and total project price is \$96.8 million. Framing for the high school side starts next week, concrete work being done and the middle school frame is up. Dr. Reese and Mr. Viveiros attend the weekly construction meetings.

Audit Subcommittee - Ms. Orlando reported they will meet on Tuesday.

Policy Subcommittee – Mrs. Pacheco will schedule a meeting at the end of January.

IV. Action Agenda

A. Review and Act on Minutes of Thursday, December 19, 2019 –

A motion was made to approve the Minutes of Thursday, December 19, 2019.

Motion by Stanton Cross, seconded by Orlando

5/0/0

B. Review and Act on a \$323.27 Donation of Food from Lees Market for the WJSH Thank You Dinner –
A motion was made to accept the \$323.27 Donation of Food from Lees Market for the WJSH Thank You Dinner.
Motion by Tavares, seconded by Stanton Cross 5/0/0

C. Review and Act on a \$13,040 School Redesign Grant – Dr. Reese explained the School Redesign Institute funds will assist to improve school climate and culture at the high school. They have identified a goal and applied for the mini-grant to move forward and implement a plan of action. They received feedback that the grant application was the best one received and gave it highest marks with plans to use it as a template.
A motion was made to accept the \$13,040 School Redesign Grant.
Motion by Stanton Cross, seconded by Pacheco 5/0/0

D. Review and Act on 2020-2021 District Calendar –
A motion was made to approve the 2020-2021 District Calendar.
Motion by Tavares, seconded by Pacheco 5/0/0

E. Review and Act on Use of Facilities by Community Groups – Dr. Reese went over a facility use by community groups spreadsheet listing groups with a cost breakdown for building use and staff over a two-year span. Discussion was held on the account's procedures. Use of building costs include maintenance, lights and electricity. No votes were taken at this time.

F. Review and Act on Warrant Article for Chromebook Purchases – Ms. Stanton Cross reported that funds from CIPC and cable cannot be used for the purchase of Chromebooks. An option to place the request as an article on the special Town Meeting for January 11 is being recommended. Leasing versus buying was researched with the leasing alternative more expensive than buying. Discussion was held with the decision on purchasing more favorable.

A motion was made to request a line item on the warrant for special Town Meeting for a Chromebook buy option for grades 9,10, and 11.
Motion by Stanton Cross, seconded by Pacheco 5/0/0

Dr. Reese will provide the figures for a buy option.

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

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

VII. **Additional Agenda Issues** – Chair Viveiros informed the student representatives if they have any issues come up that should be discussed by the School Committee please let them know.

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 Stanton Cross 5/0/0

Roll call vote:

Orlando	Yes	Pacheco	Yes	Stanton Cross	Yes	Tavares	Yes	Viveiros	Yes
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The School Committee meeting adjourned at 8:26 pm.

Meeting Documents

FY21 Preliminary Budget Discussion
\$323.27 Donation of Food from Lees Market for the WJSH Thank You Dinner
\$13,040 School Redesign Grant
2020-2021 District Calendar
Use of Facilities by Community Groups
Warrant Article for Chromebook Purchases

Submitted by Sharon Pinho School Committee Recording Secretary