

**Westport School Committee
Regular Meeting
DATE: Wednesday, September 19, 2018
TIME: 6:30 p.m.
PLACE: Westport Jr./Sr. High School Media Center**

MINUTES

Members Present: Mark Carney, Margot DesJardins, Nancy Rioux, Nancy Stanton Cross, Antonio Viveiros.

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

Special Guests and Presenters: Melena Rodrigues and Cabot Priestner, Student Representatives

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. Chair Viveiros announced that the Executive Session scheduled for this meeting has been cancelled.

II. Notice of Recording of Meeting (M.G.L. 30A:20f) Comments and Statements from the Public – There were none.

III. Informational Agenda

A. Student Representatives' Report – Melena Rodrigues & Cabot Priestner – Melena Rodrigues announced on October 17 there will be a field trip to UMass Dartmouth to listen to Parkland shooting survivors as part of a youth engagement talk on voting, gun control and anti-violence, grades 7-12 can still sign up. Seniors are busy with college applications, resumes, recommendation letters and scholarships. An industry tour at a local mill to explore careers was held today. Picture day for grades 7-12 took place.

Cabot Priestner announced that clubs have started and include GSA, SADD, Safe and Sound and robotics. Open house was yesterday for the Jr./Sr. HS. One on one parent teacher conferences will take place in November. Mr. Aho Principal of the Jr./Sr. HS started giving senior privileges like letting student athletes park closer near the athlete's field and dismissing students 1 minute before the bell.

B. Superintendent Report –

Dr. Reese gave a staffing update as of September 14, 2018 with a list of current openings.

The Jr./Sr. HS schedule for exploratory block was adjusted to include the addition of a computer science course for grades 7 and 8. The time of courses was lengthened and staffing was looked at.

The MOA from the WFT was approved between the parties and is now being reviewed by legal counsel for accuracy.

Dr. Reese asked for direction from the committee on how to proceed with the MAC drinking water issue. Discussion was held on the options and committee members would like to get a price on the cost of contracting with another engineering firm and inform Amory that they are on notice and state what the district's intentions are with the other firm along with the costs involved.

Dr. Reese informed members he is unable to attend the October 3 school committee meeting. The meeting may be rescheduled.

Dr. Reese shared the audit findings of the Student Activity Accounts. The audit was from the previous year and had 8 findings.

Dr. Reese shared his Educator Plan Form with established goals based on a self-assessment and include the following:

Goal 1 Student Learning goal - planning facilitation and work with the administrative team and the impact on ELA, Math and academic achievement measured by the next generation testing and MCAS results.

Goal 2 Professional Practice goal - inclusive practices that focus on how every student's needs are met in the school so they have an opportunity to grow.

Goal 3 District Improvement goal - centers around the new building and how communication is channeled out to the community for this project. Each goal includes action steps.

C. Budget Discussion – Mrs. Rapoza would like to get an early start on discussing the budget. Over the next few meetings discussion on additional needs and wants should take place so that they can be implemented into a preliminary budget and not turn into add-ons. Discussion took place on tying these budget decisions into the school improvement plans and bring them closer to the district goals as well as involving the community.

D. Capital Improvement – Mrs. Rapoza had a meeting today to discuss the current, pending and completed projects for capital improvements. The next meeting will take place on October 3. Mrs. Rapoza reviewed the list that includes MAC intercom system, WES roof replacement and main entrance upgrades, driveway repairs, Infinite Visions accounting system for school only, upgrading desktops and monitors. Additional capital improvements include finishing asbestos floor tile replacement at MAC and parking lot near modular units at MAC.

Discussion took place on the parking lot near the PODs and the future location of the admin offices. It was also mentioned that this list should be preliminary and subject to change if needed. Chair Viveiros asked committee members to review the list, prioritize their choices and send them to Mrs. Rapoza.

E. School Building Committee Update – Dr. Reese met with the OPM and architect to look at auditorium, curbing, lighting, arts program and taking a closer look at the specs. There will be tabletop discussions for every area to make sure what is in the plans is what the district needs. There will be a follow up meeting this Friday. On October 2 at 6 pm. the Somerset Berkley SCB will be available for an outreach and communication meeting. Chair Viveiros mentioned that bids were opened today for the abatement and demolition project. Abatement will begin October 8 through the end of November and demolition end of November through end of February 2019. At the present time Chair Viveiros reported that GPRS (Subsurface Scanners) are working to check for the locations of any underground utilities and structures.

F. Review and Discuss Policies (First Reading) -

1. JJF – Student Activities Accounts
2. JJH-R - Student Travel Regulations
3. IJOA – Field Trips

These policies are for review and all pertain to the fiscal accountabilities of the Student Activities Accounts. These policies will come back for approval at next meeting.

IV. Action Agenda

A. Review and Act on Student Activities – A list of FY19 class/clubs offerings was presented.

A motion was made to approve the WJSHS FY19 class/clubs offerings.

Motion by Rioux, seconded by Carney 5/0/0

B. Review and Act on Student Activities Account Balance – This item is a request to change the limit number to identify a cap in the maximum balance from \$25,000 to \$35,000. Jason Pacheco Athletic Director was present and agrees to this change. During discussion Mr. Carney pointed out a typo of \$35.000 with a period instead of a comma.

A motion was made to approve the maximum balance from \$25,000 to \$35,000 for the Student Activities Account balance after the correction.

Motion by Carney, seconded by Stanton Cross 5/0/0

C. Review and Act on Westport Jr./Sr. High School Student Handbook – Mr. Aho Principal of the JSHS reported that the Student Handbook was recently brought before the Student Council and some revisions are still being worked on. The handbook will be available for the next SC meeting. In addition, this revision will be ready for the new school. Discussion took place on cell phone use. Mr. Aho mentioned that students are allowed to have cell phones on them, their use is mentioned in the handbook.

D. Review and Act on WEF Grant: \$2000 for the MAC Gr. K-2 Seven Day Artist-In Residence Puppetry Program - Dr. Reese thanked the WEF for their funding support with this program that has gone on for a number of years.

A motion was made to approve the WEF Grant of \$2000 for the MAC Gr. K-2 Seven Day Artist-In Residence Puppetry Program.

Motion by Carney, seconded by Stanton Cross 4/0/1 (Rioux abstained)

E. Review and Act on MASC Annual Meeting Delegate Selection – Chair Viveiros announced that members Nancy Rioux and Nancy Stanton Cross will be going to the MASC conference. Dr. Reese mentioned that there will be various resolutions for the SC members to have a voice.

A motion was made to have Nancy Rioux as a delegate for the School Committee.

Motion by DesJardins, seconded by Carney, all were in favor 5/0/0

F. Review and Act on Minutes of Wednesday, September 5, 2018 –

A motion was made to approve the Minutes of Wednesday, September 5, 2018.

Motion by Stanton Cross, seconded by Rioux 5/0/0

V. **Routine Matters - Correspondence and Notices** – Chair Viveiros reported none at this time.

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

Chair Viveiros would like to add an item to future agendas for members to request next meeting items to add to the agenda.

Chair Viveiros reminded members to keep the budget process in mind.

Concerning the meeting on October 3, Chair Viveiros will email everyone.

Chair Viveiros mentioned that some school districts do not have school the day after Halloween.

VII. **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 Rioux 5/0/0

Roll call vote:

Carney Yes DesJardins Yes Rioux Yes Stanton Cross Yes Viveiros Yes

The School Committee meeting adjourned at 7:53 pm.

Meeting Documents

Staffing Update as of September 14, 2018

Student Activity Accounts Audit Finding Corrective Action Plan September 2018

Policies JJF- Student Activities Accounts, JJH-R - Student Travel Regulations and IJOA - Field Trips, First Read

Update on Capital Improvements from Michelle Rapoza 9.18.18

FY20 Capital Planning List - Priority List

WJSHS FY19 class/clubs offerings

Student Activities Account Balance Letter from Jason Pacheco 9.14.18

WEF Grant: \$2000 for the MAC Gr. K-2 Seven Day Artist-In Residence Puppetry Program

MASC Annual Meeting Delegate Selection

Submitted by Sharon Pinho School Committee Recording Secretary

