

**Westport School Committee
Regular Meeting
DATE: Thursday, September 15, 2022
TIME: 6:30 p.m.
PLACE: Westport Middle-High School Auditorium**

MINUTES

Members Present: Gloria Cabral, Michelle Orlando, Melissa Pacheco, Nancy Stanton Cross, Antonio Viveiros

Also Present: Thomas Aubin Superintendent, Laura Charette Principal Middle School, Lisa Kaminski Director of Curriculum, Wendy Miranda Special Education Coordinator, Rick Monast Teacher, Sean Persico Assistant Principal Westport Middle School, Michelle Rapoza School Business Manager, Nancy Tavares Special Education Coordinator, Anthony Tomah Technology Director, 0 Community Participants

I. Call to Order and Pledge of Allegiance - Chair Stanton Cross opened the Regular School Committee Meeting at 6:34 pm. with a quorum of the members present, followed by the Pledge of Allegiance.

II. Comments and Statements from the Public - There were none.

Chair Stanton Cross announced on behalf of the committee that the members appreciate Michelle Orlando's return to rejoin the School Committee.

III. Informational Agenda

A. Superintendent Report – Superintendent Aubin reported he is very proud of the staff for providing a seamless opening to the new school year.

There are 4 construction projects going on.

Superintendent Aubin shared enrollment increased by 75 students.

Next meeting there will be MCAS and other data to report.

B. WCS Bill Warrant: 9-9-22 & 9-23-22 - Chair Stanton Cross reported bill warrants dated 9.9.22 in the amount of \$154,782.44 and 9-23-22 in the amount of \$910,530.86 was emailed to school committee members for review.

Chair Stanton Cross asked if there were any questions regarding the bill warrants?

Mr. Viveiros shared the reason for a large increase in the 9.23 warrant was due to the Westport Elementary School project.

C. Review of the District Curriculum Accommodation Plan (DCAP) – Ms. Kaminsky explained DCAP is a framework to provide a process for accommodations for students and acts as a reference guide for teachers to meet the needs of all learners.

Ms. Kaminsky worked with Ms. Miranda by looking at different plans from a number of regions and took the best parts of these plans to create one for Westport.

Ms. Kaminsky went over the DCAP objectives, flowchart to use as an informational gathering tool to then adjust practice, and the process of an SST (Student Support Team) meeting.

A question was asked on how this will be implemented? Ms. Kaminsky informed everyone there is Professional Development being planned for the staff on November 8. She will be working with building leaders on what will work best.

Discussion took place on how DCAP works with Special Education, informing parents, parental involvement, and revisiting best practices. Ms. Kaminsky will have this document on the school website.

Discussion took place on setting a schedule for a DCAP review. A suggestion was made to review this document every Fall.

Chair Stanton Cross mentioned this item was not on the Action Agenda and requested to place it under *Topics the Chair could not Reasonably Anticipate Forty-eight (48) Hours in Advance of the Meeting.*

D. Discussion of the MOU for the Occupancy of the Former Jr./Sr. High School and Administration Offices - Chair Stanton Cross reported that the school administration and the Extended Day Care is located at the former high school. There will be a walking program starting that will transfer over to the new high school. Other possible activities include working with the Council on Aging to have technology classes, little theatre group, and dance recitals. It is the understanding that any organizations brought in for programming that bring in revenues will be funds going to the school department. The first \$50,000 in costs will be paid by the school with the town paying the remainder of the bills.

Chair Stanton Cross mentioned after members review the document to send her any comments.

IV. Action Agenda

A. Review and Act on Minutes of Thursday, August 25, 2022 -

A motion was made to approve the Minutes of Thursday, August 25, 2022.

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

B. Review and Act on Washington DC Make-up Trip – March 16-19, 2023 – Mr. Monast gave an update on the trip. They will be using EF Tours. This trip is high school focused and will travel by plane instead of bus saving 10-12 hours of time that can be spent touring instead of a bus ride. There are 2 options with one cost of \$1,180 or if dates are flexible there is a savings of \$95. This trip is for sophomores and juniors that missed the opportunity because of COVID. Mr. Monast explained there will be fundraising to reduce costs. An enrollment meeting will take place on the 26th.

A motion was made to approve the Washington DC Make-up Trip March 16-19, 2023.

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

C. Review and Act on Washington DC Trip – Grade 8 – May 30-June 8, 2023 - Ms. Charette and Mr. Persico provided an update on dates and the trip itinerary. They will go to Philadelphia first then Washington, DC. The corrected trip dates are May 30 - June 2, 2023.

A motion was made to approve the Washington DC Trip for Grade 8 - May 30-June 2, 2023

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

D. Review and Act on Federal and State Grants Manual - Ms. Rapoza explained this manual is for accounting purposes and to make sure state procurement laws for ESSER fund purchases are being followed.

A motion was made to approve the Federal and State Grants Manual.

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

E. Review and Act on Close Out/Transfer Funds from WES Student Activities to WMHS - Item tabled.

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

Ms. Cabral reported attending the Westport Cable Advisory Committee meeting on September 14. The School Committee videos are still recorded on Vimeo. Ms. Cabral mentioned the committee asked if this can be changed over to YouTube? Members agreed changing over would be ok. Presently Vimeo is still being purchased for all the archived programs, however this will eventually be phased out.

Chair Stanton Cross would like to request to use PEG funds to purchase a sound system for under \$6,000 used for the graduation ceremony.

VI. Topics the Chair could not Reasonably Anticipate Forty-eight (48) Hours in Advance of the Meeting -

District Curriculum Accommodation Plan (DCAP) - (taken from the Informational Agenda)

A motion was made to accept the District Curriculum Accommodation Plan (DCAP).

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

Superintendent Aubin reported there was a meeting on the WES roof project. It is going well. There was discussion on de-icing the roof. The project may be done first week in October.

VII. Adjourn - A motion was made to adjourn. With members being present and voting individually and unanimously, the motion passes.

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

Roll call vote:

Cabral Yes Orlando Yes Pacheco Yes Stanton Cross Yes Viveiros Yes

The Regular School Committee Meeting adjourned at 7:30 pm.

MEETING DOCUMENTS

WCS Bill Warrants: 9-9-22 and 9-23-22

District Curriculum Accommodation Plan (DCAP)

MOU for the Occupancy of the Former Jr./Sr. High School and Administration Offices

Washington DC Make-up Trip – March 16-19, 2023

Review and Act on Washington DC Trip – Grade 8 – May 30-June 2, 2023

Federal and State Grants Manual

Close Out/Transfer Funds from WES Student Activities to WMHS

Submitted by Sharon Pinho School Committee Recording Secretary

