

Westport School Committee
Regular Meeting
DATE: Thursday, December 14, 2023
TIME: 6:30 p.m.
PLACE: Westport Middle-High School Auditorium

MINUTES

Members Present: Gloria Cabral, Evan Gendreau, Melissa Pacheco, Nancy Stanton Cross, Antonio Viveiros

Also Present: Thomas Aubin Superintendent, Laura Charette Principal Westport Middle High School, Lisa Kaminski Director of Curriculum Instruction and Professional Development, John (Jack) Keane, Student Representative, Ryan Keane Student Representative, Kristin McDaniel Human Resources Coordinator, Lori Melo Administrative Secretary, Shelly Morris Athletic Director, Michelle Rapoza School Business Manager, Leslie Ruel Guidance Counselor, 80 Community Participants

I. Call to Order and Pledge of Allegiance - Chair Stanton Cross opened the Regular School Committee Meeting at 6:31 pm. with a quorum of the members present, followed by the Pledge of Allegiance.

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

III. Informational Agenda

A. Student Representatives:

Ryan Keane reported middle school chorus and band held holiday concerts this week, Westport Student Council is running a holiday food drive with proceeds donated to Westport Food Pantry, early release day is December 21, December 22 - January 1 is Winter vacation, progress reports come out this week they are at the half way point, middle school Spirit Days are next week.

John Jack Keane reported today December 14 was an early release day, December 20 is Senior Dinner, STEEL (Students That Exemplify Extraordinary Leadership) visited St. Vincent's Home to give the collected 136 donations received and participated in holiday themed crafts, Westport's Got Talent Show will be December 20 and 21, first edition of The Wildcat was released and is available at the front office, Head Store, or school website under News and Media, athletic statistics for boys' and girls' varsity basketball were reported, Westport Co-op Swim Team will hold their first swim meet tomorrow, congratulations to Avery Avila for receiving the Heisman High School Scholarship Award.

Chair Stanton Cross asked if there were any questions? There were none.

C. 2023 Abigail Adams Recipients - Leslie Ruel & Laura Charette presented awards to the 21 students recognized for the John and Abigail Adams 2023-2024 scholarship recipients.

D. Boys Varsity Team Recognition - Everyone viewed a video of the soccer game created by Coach Parker. Chair Stanton Cross congratulated the Westport High School soccer team for their first ever State Championship.

Shelly Morris and Laura Charette presented 23 players with awards and goodies. Each athlete received a certificate of excellence, coco bombs, Westport wildcat bag, and a pompom hat. Coaches received Westport scarfs.

B. Superintendent Report - *(taken out of order)* Superintendent Aubin reported receiving a summary from the Massachusetts Business Alliance on 6 recommendations on Accelerating Student Learning. Mr. Aubin asked the committee to take a look at this document and ask questions if needed.

E. Staff and Student Attendance Reports Discussion – Kristin McDaniel was present to answer any questions. Chair Stanton Cross reported these reports were sent out to committee members.

Ms. Cabral requested a percentage of staff absences to add to the staff attendance report.

Chair Stanton Cross mentioned the numbers for staff attendance are not acceptable. She asked Ms. Charette how are we compensating for this? Ms. Charette reported the fill rate for substitutes has been good this year. A request to list bereavement days separate was made.

Chair Stanton Cross requested to have Ms. Duquette and Mr. Aguiar come and explain how they handle absenteeism at the next meeting.

Chair Stanton Cross asked if there were any questions? There were none.

F. Strategic Plan Presentation – Lisa Kaminski explained they have been working on the Strategic Plan 2023 - 2026 since May. This plan spells out what the district wants to do over the next 3 years for teaching and learning and is a living document. Ms. Kaminski went over strategic goals 1-5 as well as key actions, person(s) responsible, timeline and indicators of progress/success.

Chair Stanton Cross commented on the layout and the easy understanding format.

Chair Stanton Cross asked if there were any questions? There were none.

This document is still in draft form and does not need approval from the committee.

G. WCS Bill Warrant: 12/01/2023 & 12/15/2023 -

Chair Stanton Cross reported bill warrants dated 12-01-23 in the amount of \$320,048.25 and 12-15-2023 in the amount of \$266,836.67 was emailed to school committee members for review. Members also have a hardcopy of the bill warrants.

Chair Stanton Cross asked if there was any discussion on the bill warrants? There were none.

IV. Action Agenda

A. Review and Act on Superintendent Contract dated January 1, 2024 through June 30, 2027 -

Chair Stanton Cross reported there was an Executive Session held to discuss the superintendent's contract renewal.

A motion was made to approve the superintendent's contract dated January 1, 2024 through June 30, 2027.

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

B. Review and Act on Disposal Authorization - Mr. Aubin gave a brief overview of the items deemed obsolete.

A motion was made to approve the Disposal Authorization.

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

C. Review and Act on Wording for State Championship Banner - Chair Stanton Cross explained the middle school and high school are defined as two separate schools. High School varsity team banners should be designated to the high school only.

A motion was made to separate school banners for sports teams.

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

Discussion was held on the school name for graduation certificates. It was requested to find out from Attorney Coleman what the official legal school name should be on the Westport High School graduation certificates.

Banners already up can remain, ones coming for the gym should reflect the name change.

D. Review and Act on Minutes of SC Meeting 11-16-23 & SC Work Session Meeting 10-24-23 -

A motion was made to approve the Minutes of SC Meeting 11-16-23 and SC Work Session Meeting 10-24-23.

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

E. Acknowledgement of \$750 Donation from Bay Coast Bank for High School Senior Dinner - Chair Stanton Cross thanked Bay Coast Bank for their donation.

A motion was made to approve the \$750 Donation from Bay Coast Bank for High School Senior Dinner.

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

V. Routine Matters - Correspondence and Notices- Ms. Melo received correspondence to name the auditorium in honor of a longtime teacher.

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

Ms. Pacheco reported that she attended a CIPC meeting. The Finance Committee was surprised there were no technology requests and wanted to know how are devices being refurbished. Mr. Aubin reported they are using some outside funding. CIPC would like to know what the school's priorities are. Ms. Rapoza shared that a priority list was it sent to Mr. Hartnett. There was a question on the expense for early childhood education. Mr. Aubin explained this is for a combination building off Macomber School housing Early Education and district administration offices. Ms. Rapoza shared this is in a 5-year plan for CIPC. Ms. Rapoza will send this information to Ms. Pacheco.

FOLLOW UP ITEMS

The committee requests:

- percentage of staff absences to add to the staff attendance report and to list bereavement days separate
- invite Ms. Duquette and Mr. Aguiar to the next SC Meeting to explain how they handle absenteeism
- find out from Attorney Coleman what the official legal school name should be on the Westport High School graduation certificates
- Ms. Rapoza will send information to Ms. Pacheco on school district priorities and 5-year plan

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 Gendreau Yes Pacheco Yes Stanton Cross Yes Viveiros Yes

The Regular School Committee Meeting adjourned at 7:57 pm.

MEETING DOCUMENTS

John and Abigail Adams 2023-2024 scholarship recipients

Westport Wildcats Varsity Soccer Team Roster 2023

Accelerating Student Learning document

Staff and Student Attendance Report

WCS Bill Warrants: 12/01/2023, 12/15/23

Westport Community Schools Strategic Plan 2023-2026

Disposal Authorization

\$750 Donation from Bay Coast Bank for High School Senior Dinner

Submitted by Sharon Pinho School Committee Recording Secretary