

**Westport School Committee  
Regular Meeting  
DATE: Thursday, April 4, 2024  
TIME: 6:30 p.m.  
PLACE: Westport Middle-High School Media Center**

**MINUTES**

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

**Also Present:** Thomas Aubin Superintendent, Lisa Kaminski Director of Curriculum Instruction and Professional Development, Kristin McDaniel Human Resources Coordinator, Lori Melo Administrative Secretary, Michelle Rapoza School Business Manager, Melissa Sousa Executive Assistant for Business Services, Nancy Tavares Special Education Coordinator, 7 Community Participants

**I. Call to Order and Pledge of Allegiance** - Chair Stanton Cross opened the Regular School Committee Meeting at 6:30 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, Alden Priestner & John (Jack) Keane- All 3 students were attending practice for the Drama Club performance.

B. Superintendent Report – Superintendent Aubin attended a Finance Committee Meeting on April 2 where they recommended a change to the budget approved by the Selectboard, resulting in a shortage of \$150,000 plus dollars. They will need to readjust cuts to the FY24/25 school year.

Superintendent Aubin gave a shout out to staff who amidst tragedy and budget shortfalls put kids first and held various events.

Superintendent Aubin acknowledged School Committee members Mr. Viveiros and Ms. Stanton Cross for all their dedication to the district and thanked them for their service.

Chair Stanton Cross asked Ms. Rapoza what is the school budget deficit now? Ms. Rapoza stated the money allotted from the town was \$22,652,207, however after last night it is \$22,499,082 leaving a deficit of \$598,486.

Discussion took place on what can be done. It was mentioned that attending Town Meeting people can voice opinions and adjust numbers. It was noted these cuts are only short-term savings and can potentially increase out of district placements down the road, causing an increase in the budget.

C. Staff and Student Attendance Reports - Chair Stanton Cross reported that committee members received copies of the reports and asked if there were any comments or statements? There were none.

D. WCS Bill Warrant: 04/05/2024 - Chair Stanton Cross reported bill warrant dated 4/5/2024 in the amount of \$149,949.35 was emailed to school committee members for review. Members also have a hardcopy of the bill warrant.

Chair Stanton Cross asked if there were any questions on the bill warrant? Chair Stanton Cross had questions on ESSER expenditures and received answers. There was nothing further.

E. Senior Project – Lisa Kaminski shared Senior/Capstone Project recommendations. This project has been a graduation requirement for 12<sup>th</sup> grade ELA students mandated by the Westport School Committee. After several meetings and discussions, it is being recommended that completion of this

project as a graduation requirement be negated. In addition, the project is to be modified so that it is rigorous and demanding, while taking into consideration the knowledge, skills and career and college goals of students in Honors, College Prep, and Resiliency courses.

Ms. Kaminski shared example of expectations, rubrics, and examples of posted assignments for Honors and College Prep levels. Having students choose a topic they are interested in and making choices equitable was mentioned.

F. Curriculum Update – Lisa Kaminski gave an update from the NEASC visit. According to the NEASC Collaborative Conference Visit Report for WMHS, a finding received in February 2024 showed the school needs to come up with written curriculum in a consistent format for all courses in all departments across the school. Ms. Kaminski shared they are working on Scope and Sequence and (Understanding By Design) UBD units as well as other initiatives that connect personalizing the educational experience for students.

Chair Stanton Cross asked what the timeline for completion will be? Ms. Kaminski stated December 2024. The committee will revisit this at a time in the future.

Discussion took place on intervention support with Reading Specialists. Currently there are 155 students from the Westport Elementary School receiving Tier 2 and Tier 3 supports from reading interventions. Chair Stanton Cross informed everyone this was put in place as a pilot program this year and requested for Ms. Kaminski to report progress to the committee in May. In order to make sure the program is working and to monitor progress each year, updates should be reported in December and May.

G. Student Opportunity Act – Lisa Kaminski gave an overview of the Student Opportunity Act Plan. Every 3 years a plan needs to be submitted based on state accountability data. Stakeholders are involved and statistics from results of a survey were shared. Ms. Kaminski went over the summary of the District's Plan touching on four Focus Areas.

H. Discussion of Future Ancillary Building -

Discussion took place on getting a separate structure to store equipment as per the recommendation of the Athletic Director. Possible use of ESSER funds would be used.

Discussion was held on the purchase of a food truck/snack shack. Possible funding would come from the school budget. Identifying costs for the food truck (or trailer), insuring and supervising is needed.

Mr. Viveiros mentioned the use of leftover school building funds to use for the purchase of a food truck.

## **V. Action Agenda**

A. Review and Act on Minutes of School Committee Meeting – Thursday March 21, 2024 & Budget Work Session –Tuesday March 19, 2024 -

A motion was made to approve the Minutes of School Committee Meeting Thursday March 21, 2024 & Budget Work Session Tuesday March 19, 2024.

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

B. Review and Act on Senior Project Requirements - Chair Stanton Cross informed everyone this would be in effect for next school year.

A motion was made to remove the Senior Project as an individual project that counts as a graduation requirement.

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

C. Review and Act on Student Opportunity Act -

A motion was made to approve the Student Opportunity Act.

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

- D. Review and Act on WES Field Trip to RI Philharmonic Orchestra, May 2024 -  
A motion was made to approve WES Field Trip to RI Philharmonic Orchestra, May 2024

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

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

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

Mr. Viveiros and Chair Nancy Stanton Cross gave closing statements on their terms as School Committee members and thanked everyone for their support.

Skylar from State Representative Schmid's office distributed state citations to Mr. Viveiros and Ms. Stanton Cross recognizing them by the house and senate for their service.

Superintendent Aubin and Ms. Rapoza gave out special tokens of the district's appreciation to Mr. Viveiros and Ms. Stanton Cross for their service including a check for \$0 dollars.

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

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

Roll call vote:

Cabral Yes Pacheco Yes Gendreau Yes Stanton Cross Yes Viveiros Yes

The Regular School Committee Meeting adjourned at 7:58 pm.

**MEETING DOCUMENTS**

WCS Bill Warrant: 4/5/2024  
Student Attendance Report by School 3.18.24 - 3.29.24  
Staff Attendance Reports by School  
Senior Project Requirements  
Curriculum Update  
Student Opportunity Act  
WES Field Trip to RI Philharmonic Orchestra, May 2024

*Submitted by Sharon Pinho School Committee Recording Secretary*

