

**Westport School Committee
Executive Session
DATE: Thursday, June 16, 2022
TIME: 6:00 pm
PLACE: Virtual**

Join Google Meet: meet.google.com/bsk-kswm-tkz

MINUTES

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

Also Present: Michelle Rapoza School Business Manager

I. Call to Order – Chair Stanton Cross called the School Committee Virtual Executive Session to order at 6:04 pm. with a quorum of the members present.

Chair Stanton Cross announced:

This meeting is being held remotely in accordance with the Governor of Massachusetts’ March 12, 2020 order suspending certain provisions of the Open Meeting Law G.L. c.30A, Section 20 and on June 16, 2021 Governor Baker signed an Act relative to extending certain COVID-19 measures adopted during the state of emergency.

Everyone in attendance attested to being alone in the room.

A motion was made to adjourn to Executive Session.

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

Roll call vote:

Cabral Yes Pacheco Yes Stanton Cross Yes Tavares Yes Viveiros Yes

A motion was made to invite Michelle Rapoza to the table.

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

Roll call vote:

Cabral Yes Pacheco Yes Stanton Cross Yes Tavares Yes Viveiros Yes

Adjourn to executive session in accordance with MGL 30A:21a (2) to conduct contract negotiations with non-union personnel (Superintendent). Not to return to open session.

1. **MOA – Superintendent’s Unused Vacation Time** - Discussion took place on an addendum to Superintendent Aubin’s employment contract. The change would allow unused vacation time to convert over to sick time.

Presently the Superintendent gets 25 vacation days per year. At the end of each year 10 unused vacation days are paid and 5 unused vacation days can be rolled over to the next year.

If there is a separation agreement 10 unused vacation days are paid and 5 from roll over making the cap 15 vacation days paid.

Ms. Rapoza verified a total of 18 sick days per year are given and they roll over each year. There is no pay out for unused sick days.

Discussion took place on using FMLA and when to require a doctor's note.

Issue was tabled. Chair Stanton Cross will direct Ms. McDaniel to get in touch with Attorney Coleman for recommended language.

2. Approve Minutes: Thursday, June 2, 2022 -

A motion was made to approve the Minutes of Thursday, June 2, 2022.

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

Roll call vote:

Cabral Yes Pacheco Yes Stanton Cross Yes Tavares Yes Viveiros Yes

II. **Adjourn** - A motion was made to adjourn the Virtual Executive Session.

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

Roll call vote:

Cabral Yes Pacheco Yes Stanton Cross Yes Tavares Yes Viveiros Yes

The School Committee Virtual Executive Session ended at 6:18 pm.

Respectfully submitted: S. Pinho

Date Approved: 10-20-22

Date Declassified: 7-17-24