

**Westport School Committee  
Executive Session - Google Meet  
DATE: Thursday December 7, 2023  
TIME: 5:00 pm**

**Google Meet Link:**  
[meet.google.com/obe-qysb-yrm](https://meet.google.com/obe-qysb-yrm)

**MINUTES**

**Members Present:** Gloria Cabral, Evan Gendreau, Nancy Stanton Cross,  
**Members Absent:** Melissa Pacheco, Antonio Viveiros  
**Also Present:** Kristin McDaniel Human Resources Coordinator, Lori Melo Administrative Secretary, Michelle Rapoza School Business Manager

**I. Call to Order** – Chair Stanton Cross called the Virtual School Committee Executive Session to order at 5:04 pm. with a quorum of the members present.

Sharon Pinho on behalf of Chair Stanton Cross read the following:

On March 29, 2023, Governor Maura Healey signed into law Chapter 2 of the Acts of 2023, which includes a two-year extension of the option for public bodies to hold remote meetings, effective immediately. This legislation simply extends the current option for remote meetings through March 31, 2025, and does not otherwise affect the ability of public bodies to conduct their meetings remotely through video and/or audio conferencing under Chapter 20 of the Acts of 2021.

Everyone in attendance attested to being alone.

A motion was made to adjourn to Executive Session.  
Motion by Cabral, seconded by Gendreau 3/0/0

Roll call vote:  
Cabral Yes Gendreau Yes Stanton Cross Yes

**II. Adjourn to Executive Session pursuant to MGL c. 30A, §21(a)(3) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. Members will not return to open session.**

A motion was made to invite Kristin McDaniel, Lori Melo and Michelle Rapoza to the table.  
Motion by Gendreau, seconded by Cabral 3/0/0

Roll call vote:  
Cabral Yes Gendreau Yes Stanton Cross Yes

**1. Approval of Minutes of Tuesday, November 7, 2023 -**

A motion was made to accept the minutes of Tuesday, November 7, 2023.  
Motion by Gendreau, seconded by Cabral 3/0/0

Roll call vote:  
Cabral Yes Gendreau Yes Stanton Cross Yes

**2. Superintendent's Contract** – Chair Stanton Cross reported that all members received a copy of the Superintendent's contract within the last 24 hours.

Committee members previously agreed to have Ms. Stanton Cross in conjunction with Ms. Rapoza negotiate terms of a future contract renewal within set parameters. The existing contract expires on June 2024.

The committee considered COLA increases and retirement income when deciding upon a front end agreement with a flat increase at the beginning not to be increased during its term.

The committee concurred that the direction of the district was in alignment with the district goals and that Mr. Aubin has been instrumental in moving Westport Community Schools forward. Mr. Aubin works tirelessly in the district, attends most if not all student activities, sports, theatre and music, is at most town meetings and is in our buildings at all times. In addition, he is a Westport resident which is an amazing benefit to the district.

The committee wishes to extend the contract beginning January 1, 2024 until June 30, 2027.

Other comparable district's salaries for superintendents were researched including Somerset, Dartmouth and Swansea.

On January 1, 2024 an additional \$5,000 will be added to the existing salary of \$165,000 for a total of \$170,000 for 2024. The following 3 years will be \$175,000 each year with 25 vacation days.

Discussion took place on how this will potentially affect the budget.

In addition, rolling over 5 days a year for buyout purposes will be allowed. During the terms of the contract accrued time and not to exceed 15 days of rollover will be given. The committee capped the cash out of vacation time to 15 days so long as the year is completed, that if Mr Aubin leaves prior to the end of any year it will be based on accrued time. These changes are to be made prior to ratification of the contract.

Chair Stanton Cross verified with Ms. Rapoza that funds for the 2024 increase will be from movement within the existing budget.

The revised contract will be presented for approval at the next School Committee meeting.

**III. Adjourn** - A motion was made to adjourn.

Motion by Cabral, seconded by Gendreau

3/0/0

Roll call vote:

Cabral Yes

Gendreau Yes

Stanton Cross Yes

The Virtual School Committee Executive Session ended at 5:30 pm.

