

**Westport School Committee
Regular Meeting
DATE: Wednesday, June 4, 2025
TIME: 6:30 p.m.
PLACE: WMHS – Auditorium**

MINUTES

Members Present: Evan Gendreau, Fred Melnyk, Jason Pacheco, Caitlin Sampers, Christopher Thrasher

Also Present: Lori Melo Executive Secretary, Sean Persico Assistant Principal Westport Elementary School, Michelle Rapoza School Business Manager, Anthony Tomah Director of Technology, 0 Community Participants

I. Call to Order and Pledge of Allegiance - Chair Christopher Thrasher opened the Regular School Committee Meeting at 6:32 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. Superintendent Report -

Ms. Rapoza reported the following items:

Senator Rodrigues was thanked for securing funds of \$175,000 for electrical upgrades for the Macomber School. Graduation was held on Saturday with a total of 91 graduates, all went well. Scores for softball boy's tennis, and baseball were reported. Veterans Book Launch will take place this Friday at 6 pm. at the middle high school. 4th grade promotion is Monday June 16 at 6 pm. 8th grade promotion is June 17 at 6 pm. at the new high school. 8th grade trip to Washington DC runs 6/10 - 6/13. Summer projects taking place thanks to capital improvement monies and securing grants are all bathrooms being upgraded at WES and MAC, sinks at MAC, sinks and toilets at WES includes tiling. New generators installed at WES and MAC. Bristol County Inmate Program will be painting ceiling tile runners in WES cafeteria. AC project will be completed this summer at MAC. Important information for all families is Wednesday 6/18 is a full day at all schools. Thursday June 19 is a holiday with no school. Friday June 20 is the last day of school for WMHS and MAC and is a half day for all students including WES. Monday June 23 half day and last day of school for WES only.

Chair Thrasher asked if there were any questions? There were none.

B. Committee Liaison Reports - Mr. Melnyk, Mr. Pacheco and Ms. Samper had nothing new to report. Mr. Gendreau reported there was an Audit Committee meeting last night with reappoints for a few members. Mr. Thrasher reported the Long-Term Building Committee will meet tomorrow at Town Hall with architects and will have a study update beginning at 4 pm.

C. WCS Bill Warrant: 5/30/25 - Chair Thrasher reported bill warrant dated 5/30/25 in the amount of \$445,284.89 was emailed to school committee members for review. Everyone confirmed they received the bill warrant.

Chair Thrasher asked if there were any questions?

Ms. Sampers asked what the \$2,300 for legal services was for? Chair Thrasher confirmed the billable hours of legal services performed by the committee's counsel.

D. Superintendent Contract Update - Chair Thrasher explained the committee authorized for negotiations to take place on the new superintendent contract. Chair Thrasher announced they have reached an agreement with a new superintendent. The committee has received a copy of the contract. Chair Thrasher thanked everyone involved in the process.

IV. Action Agenda

A. Review and Act on Superintendent Contract - *(taken out of order)*

A motion was made to approve the superintendent contract as soon as it is signed by Dr. Roy.

Motion by Sampers, seconded by Pacheco

5/0/0

III. Informational Agenda - continued

E. Building Use Fees and Policy - Ms. Rapoza gave a brief overview of the Building Use Facilities Application, Community Use of Facilities Statement of Liability and Statement of Policy. Ms. Rapoza is recommending a small subcommittee be formed to meet once a month with community members so they can know the process. Ms. Ouellette from the Custodial Department should be invited to participate in this process. Ms. Sampers and Mr. Pacheco expressed willingness to serve on the committee.

Chair Thrasher recommended in order to streamline the process developing a comprehensive public calendar to keep track of events should be done. Ms. Rapoza will look into this.

Ms. Rapoza shared this includes old high school. It was recommended to add the old high school to the form.

Ms. Sampers recommended to create a Google form with dates of use going directly into a Google calendar.

Chair Thrasher mentioned this is not on the agenda to form a committee tonight and requested to place this item on the next meeting agenda.

Chair Thrasher asked if there were any questions? There were none.

F. IT Department Update - Mr. Tomah began by announcing they have a new Network Administrator. The phone system device was malfunctioning. They replaced the phone controller and now phones are working fine. In the future, there will be a secondary backup.

Mr. Tomah explained there are 2 network assessments going on that include mapping of the entire district wide network footprint. The work focuses on switches, ports, wires, color coding cables, and fiber work. Review of concerns will be done.

Cyber Trust Assessment is looking at settings, connection to Google, security with spam, and testing staff with spam emails. Software and hardware issues will be identified. This will help with developing district policies.

Lightspeed web filtering has been active. Mr. Aguiar reported no problems within the last 2 weeks. Working with tech support a version 3 of chrome extension was deployed. Mr. Tomah recommended teachers receive Professional Development.

Walkie talkies have been working with no problems after troubleshooting the false battery "end of life" messages being received.

Mr. Tomah explained the Chromebooks rotation system. They will be purchasing Chromebooks for grades 9-12 with usable Chromebooks being sent to Westport Elementary School. High School teachers. TA and staff computers will also be purchased. This is the beginning of a 5-year replacement cycle, with middle school next year, Westport Elementary School the following year, and Macomber School year 4. Equipment dates of purchase will be entered into the database.

Mr. Melnyk asked if the new Chromebooks will have extra plugin equipment such as an HDMI cable? Mr. Tomah explained this would be an extra cost and the budget would need to be increased if devices with added features were purchased.

Chair Thrasher asked if there were any questions? There were none.

G. ALICE Year in Review - Mr. Sean Persico gave an update as the district ALICE instructor. This was Westport Community Schools most successful completion rate to date at 96%. They achieved organization certification with a badge on the school website. Completion of panic alarms at all schools. The first ALICE for Parents night was hosted in October, completed 4 successful drills and have ongoing supply records for Go-Buckets. This upcoming year will be year 5.

H. Director of Special Education Contract - Chair Thrasher informed everyone a Director of Special Education Contract has been executed with Wendy Miranda. This contract has already been approved this is the official public announcement. No action is needed at this time.

Chair Thrasher asked if there were any questions? There were none.

IV. Action Agenda

A. Review and Act on Superintendent Contract - Done above.

B. Review and Act on SC Meeting Minutes: Thursday, May 15, 2025 and Wednesday, April 30, 2025
Chair Thrasher requested to pass on the SC Meeting Minutes for Thursday, May 15, 2025 at this time.

A motion was made to approve SC Meeting Minutes for Wednesday, April 30, 2025.

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

C. Review and Act on Replacement School Representative to Opioid Settlement Committee -
Chair Thrasher requested to pass on this item until the new superintendent is in place.

D. Review and Act on WMHS STEEL Top Golf Fieldtrip – June 2025 - Chair Thrasher mentioned this trip was rescheduled. It was recommended to approve this fieldtrip contingent on approval from the principal, nurse, and superintendent.

A motion was made to approve the WMHS STEEL Top Golf Fieldtrip for June 2025 pending approval by Ms. Charette by the end of the week.

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

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

VI. **Topics the Chair could not Reasonably Anticipate Forty- eight (48) Hours in Advance of the Meeting** - Chair Thrasher requested the committee to empower Mr. Gendreau as a backup to sign bill warrants.

A motion was made to empower Mr. Gendreau as a backup to sign bill warrants.

Motion by Sampers, seconded by Melnyk 5/0/0

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 Sampers 5/0/0

Roll call vote:

Gendreau Yes Melnyk Yes Pacheco Yes Sampers Yes Thrasher Yes

The School Committee Meeting adjourned at 7:30 p.m.

Meeting Documents

WCS Bill Warrant: 5/30/25
Contract of Employment Superintendent
Building Use Facilities Application
Email from Mr. Anthony Tomah dated June 2, 2025
ALICE Update from Mr. Sean Persico
Contract of Employment Director of Special Education
WMHS STEEL Top Golf Fieldtrip – June 2025

Submitted by Sharon Pinho School Committee Recording Secretary