

**Westport School Committee
Special Meeting
DATE: April 27, 2026
TIME: 6:30 p.m.
PLACE: WMHS 2nd Floor Conference Room**

MINUTES

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

Also Present: Holly Hargraves Director of Curriculum and Professional Development, Lori Melo Executive Secretary, Robin Morin Westport Elementary Assistant Principal, Michelle Rapoza School Business Manager, Francine Roy Superintendent, 2 Community Participants

Call to Order - Chair Christopher Thrasher opened up the Westport School Committee Special Meeting at 6:43 pm. with a quorum of the members present, followed by the Pledge of Allegiance.

Chair Thrasher announced:

Notice of Recording of Meeting (M.G.L. 30A:20f)

Comments and Statements from the Public - There were none.

Special Agenda

a. School Committee Reorganization – Selection of Chair and Vice-Chair

Chair Thrasher announced that Mr. Gendreau will continue on the School Committee elected to a new 3-year term.

Nominations for Chair

Fred Melnyk nominated Evan Gendreau for Chair, seconded by Caitlin Sampers

Roll call vote:

Gendreau Yes Melnyk Yes Jason Pacheco Yes Sampers Yes Thrasher Yes

Mr. Evan Gendreau accepted the nomination for Chair.

A motion was made to close nominations.

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

Roll call vote:

Gendreau Yes Melnyk Yes Jason Pacheco Yes Sampers Yes Thrasher Yes

Nominations for Vice Chair

Caitlyn Sampers nominated Jason Pacheco for Vice Chair, seconded by Fred Melnyk

Mr. Jason Pacheco accepted the nomination for Vice Chair.

Roll call vote:

Gendreau Yes Melnyk Yes Jason Pacheco Yes Sampers Yes Thrasher Yes

A motion was made to close nominations.

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

Roll call vote:

Gendreau Yes Melnyk Yes Jason Pacheco Yes Sampers Yes Thrasher Yes

c. Discuss School Committee Subcommittee Appointments - (taken out of order)

Mr. Gendreau read the following list of School Committee Subcommittee Appointments:

Chair Evan Gendreau

Vice Chair Jason Pacheco

Annual Appointments

Legal Counsel - Murphy, Lamere & Murphy, P.C.

School Committee Secretaries - Recording Secretary Sharon Pinho, Executive Secretary Lori Melo

School Physician - Dr. Dennis Callen

Town Committee Representatives

Capital improvements Committee - Christopher Thrasher

Cable Committee - Jason Pacheco

School Building Committee (2) - Evan Gendreau, Caitlin Sampers

Long Range Building Planning Committee - Evan Gendreau

ADA Transition Team (2) - Fred Melnyk, Caitlin Sampers

Audit Committee - Evan Gendreau

Educational Fund Committee (2) - Fred Melnyk, Jason Pacheco

School Committee Subcommittees

Collective Bargaining Representatives

WFT (2) - Jason Pacheco, Christopher Thrasher

AFSCME (2) - Evan Gendreau, Christopher Thrasher

Health Advisory Committee - Fred Melnyk

Budget Subcommittee - Evan Gendreau, Christopher Thrasher

Special Education Committee - Evan Gendreau, Christopher Thrasher

Campground Committee - Jason Pacheco

Other School Committee Assignments

MASC Policy Review Subcommittee - Jason Pacheco, Caitlin Sampers

Master Plan Update/ED Section - Fred Melnyk

Mr. Gendreau mentioned the School Building Committee is working toward close out.

Mr. Gendreau asked if everyone is ok with their assignments?

Mr. Thrasher will step down from the Westport Federation of Teachers WFT committee and Mr. Gendreau will be added.

Mr. Thrasher mentioned the Long-Term Building Committee will end in June.

A motion was made to approve the list as presented with changes to Chair/Vice Chair and WFT committee for the 2026-2027 Annual Appointments, Town Committee Representatives, School Committee Subcommittees and Other School Committee Assignments.

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

Roll call vote:

Gendreau Yes Melnyk Yes Jason Pacheco Yes Sampers Yes Thrasher Yes

b. Discuss Preparation of the School Committee Regular Meeting Calendar - Chair Gendreau reported they looked at the calendar with the 2nd Wednesday a better option with the scheduling.

Discussion took place on date and time.

It was decided to have the Regular School Committee meetings on the 2nd Wednesday of the month starting at 6:00 p.m.

A motion was made to have the Regular School Committee meetings on the 2nd Wednesday of the month starting at 6:00 p.m.

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

Roll call vote:

Gendreau Yes Melnyk Yes Jason Pacheco Yes Sampers Yes Thrasher Yes

It was noted a final close out of the books will take place July 13, 2026 at 7:30 am.

Informational Agenda

a. Superintendent Report – Superintendent Roy began by thanking Mr. Poulin and staff for their work on the fields and the Athletic Boosters.

Students returned from South Korea and students are going to Washington.

First induction ceremony was held for Innovation Career Pathways with 25 students involved.

b. Curriculum Director Report – Ms. Hargraves announced the district received a grant for \$2,500 from the Westport Cultural Council for an artist in residence program that will take place in the art classes.

250th Abner Brownell reenactment will be happening. A Lexington minuteman reenactment will be coming to Westport Elementary, Westport Middle High School, Historical Society, Council on Aging and Macomber.

Chair Gendreau asked if there were any comments or questions? There were none.

c. Business Manager Report - Ms. Rapoza reported the final budget figure is \$24,824,332. Capital improvements list will be separate with items including Westport Elementary School HVAC \$500,000/ Macomber playground \$150,000/ Interactive TV computers/ Tech safety cameras \$125,000/ new Ford pick-up for maintenance department. Total is \$972,815.

Chair Gendreau asked if there were any comments or questions? There were none.

d. FY 2027 Budget Discussion - Chair Gendreau informed everyone Tuesday May 5 at 7 p.m. town meeting will be held on the budget. School section is in Article 11 and the full warrant is posted on the town website.

Chair Gendreau asked if there were any comments or questions? There were none.

e. Committee Liaison Reports - Mr. Melnyk, Mr. Thrasher and Ms. Sampers had nothing new to report.

Mr. Pacheco met with the Cable Advisory Board last week. There is an issue with existing fiber lines running through the new middle high school building that has been inactive. This issue is being looked at before close out of the school building project.

Mr. Gendreau reported nothing new and the School Building Committee will meet next Wednesday. Town is asking bond council about items still needing to be addressed.

f. WCS Bill Warrant: 4/17/2026 and 5/1/2026 -

Chair Gendreau verified that each member received an electronic copy for review of the bill warrants 4/17/2026 totaling \$305,624.31 and 5/1/2026 totaling \$432,253.40.

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

Chair Gendreau confirmed the bill warrants acknowledged.

Action Agenda

- a. Review and Act on SC Meeting Minutes for Wednesday April 8, 2026 - Minutes were passed over.
- b. Review and Act on Revised Job Description for Media Specialist at WES - Superintendent Roy explained the job description is outdated. Ms. Morin explained the changes make the job description more student friendly, focusing on upcoming technology and applies a learning model that enhances application of units in different subject areas.

Superintendent Roy confirmed Westport Federation of Teachers has agreed to the updates.

A motion was made to approve job description for Media Specialist at Westport Elementary School.

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

- c. Review and Act on School Choice for 26/27 SY - Based on existing staffing and enrollment numbers, Superintendent Roy reported Ms. Charette recommends opening 5 seats in 9th grade and 5 seats in 10th grade.

Discussion took place on filling 10 seats just in 9th grade, flexibility with classes at the high school and accommodating classes for existing students.

Waiting list has 10 families for 9th grade. Ms. Charette will be asked if this can be done.

Deadline for reporting to Department of Elementary and Secondary Education DESE is June 1.

A motion was made to approve the proposal as recommended by Ms. Charette opening 5 seats in 9th grade and 5 seats in 10th grade with an option to relook if we fill one grade or the other and have open applications.

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

- d. Review and Act WMHS Field Trip to PPAC- May 2026 -

A motion was made to approve WMHS Field Trip to PPAC- May 2026

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

Routine Matters:

- Correspondence and Notices - There were none.
- Discussion of Future Agenda Items - Add the following items - Act on final budget, Act on School Choice

Topics the Chair could not Reasonably Anticipate Forty-eight (48) Hours in advance of the meeting - There were none.

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 Special School Committee Meeting adjourned at 7:20 p.m.

Meeting Documents

Westport School Committee Reorganization, Appointments, and Authorizations 2025-2026

Westport School Committee Regular School Committee Meeting Dates 2025-2026

WCS Bill Warrant: 4/17/2026 and 5/1/2026

Job description for Media Specialist at Westport Elementary School.

Memo dated March 4, 2026 School Choice FY 26/27

WMHS Field Trip to PPAC- May 2026

Submitted by Sharon Pinho School Committee Recording Secretary