Westport School Committee
Regular Meeting
DATE: May 13, 2026
TIME: 6:00 p.m.
PLACE: WMHS Auditorium

MINUTES

Members Present: Evan Gendreau, Fred Melnyk *(arrived at 6:02 p.m.)*, Jason Pacheco, Caitlin Sampers
Members Absent: Christopher Thrasher
Also Present: Holly Hargraves Director of Curriculum and Professional Development, Ryan Keane Student Representative (*left at 6:08 p.m.),* Kenleigh LeBlanc Student Representative *(left at 6:08 p.m.),* Lori Melo Executive Secretary, Shelley Morris Athletic Director, Francine Roy Superintendent, 1 Community Participant

Call to Order - Chair Evan Gendreau opened up the Westport School Committee Regular Meeting at 6:00 pm. with a quorum of the members present, followed by the Pledge of Allegiance.

Chair Gendreau announced**:**
Notice of Recording of Meeting (M.G.L. 30A:20f)

Comments and Statements from the Public - There were none.

Mr. Melnyk arrived here at 6:02 p.m.

Informational Agenda

a. Student Representatives Report -

Kenleigh Leblanc reported the following:
Yesterday was 4th term progress reports and an introduction to National Junior Honor Society, 8th graders returned from a trip to Washington DC, MCAS was held on Science, Math and Civics, Spring dance will be May 22 with theme of Mardi Gras, May 26 will be Best Day Ever volunteers are needed, Art Show next Tuesday in the Art hallway, Chorus concert for grades 7 and 8 and Band Concert for grades 5 and 6 will take place, Book Drive will be ending on May 20, Student Council finished 30 days of service, scores were reported for Baseball and Softball.

Ryan Keane reported the following: MCAS testing Grade 10 Math will be May 20 and 21, Grade 9 Biology will be June 2 and 3, Advanced Placement exams have been taking place, National Honor Society Inductions took place last night, Junior/Senior prom is May 15 at Fall River Country Club, Spring Band Concert is May 18 and Spring Choral concerts will take place May 19, Art Show will be May 20 in the Art rooms, no school Monday May 25, Awards Night May 27, Senior final exams begin May 18, Seniors last day is May 22, Senior Scholarship Night will be May 28, Senior Breakfast and Walk will be May 29, graduation is May 30 at 11:00 a.m., Junior Class is holding a Doubles Pickleball Tournament May 29, Sophomore Class is hosting a Movie Night June 5, congratulations to the Drama Club for their outstanding performance of Hadestown, Athletic Awards will be May 26, Scores for boys' varsity baseball, boys' varsity lacrosse, girls' varsity softball, girls' varsity tennis and boys' varsity tennis were reported.

Ryan Keane and Kenleigh LeBlanc left here at 6:08 p.m.

b. 2025 Abigail Adams Recipients –Superintendent Roy acknowledged 2 additional students to be joined with 17 other students who qualified for the 2025 Abigail Adams Scholarship.

c. Superintendent Report – Superintendent Roy had the following announcements:
Attended National Honor Society Induction Ceremony which was well done and joyous.
Thanked many faculty members that supported National Honor Society.
Thanked Westport 250 Committee for hosting the Abner Brownell minuteman reenactment at Macomber and Westport Elementary Schools.

Attended Athletic Boosters Club breakfast which was a nice example of community connection and supporting one another.
Superintendent Roy thanked the town for approving the school budget. This will allow growth in enrollment, expand offerings, and add a Social Studies Teacher as well as a Career Pathways Coordinator.
Appreciate financial support from Capital Improvement Planning Committee CIPC and Community Preservation Committee CPC.

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

d. Curriculum Director Report – Ms. Hargraves gave the following updates:
Performance of Hadestown was stupendous.
MCAS is wrapping up at Westport Elementary School.
This spring 20 high school students were involved in a 2-day training from Franklin Covey on 7 habits and learning experiences for students. A staff member also attended and reported students were very engaged.
Professional Development Day was structured differently with teachers going out on field trips to places including Keith Farm, Westport Watershed, NB Fishing Heritage Center, Westport Land Trust, Westport Historical Society, and Round the Bend Farm. The focus was on how to increase student engagement and deepen our roots into the community. PowerPoint slides showed quotes from staff. Teachers can't wait to bring information they learned back into their classrooms.

e. Business Manager Report - M. Rapoza - Report was passed over at this time.

f. Committee Liaison Reports - Chair Gendreau reported the Selectboard will be approving members to town boards. Once this is completed, members will be able to serve on their committees.

Mr. Melnyk had nothing new to report.

Ms. Sampers attended a School Building Committee Meeting on May 6, 2026. The town recommends to close out the project and does not want to fund anymore invoices to fix the remaining problems.

Mr. Pacheco had nothing new to report.

Chair Gendreau also attended the School Building Committee Meeting. They are working towards close out making sure to accomplish and satisfy as much as possible. There are remaining funds to address the roof issues. They approved previously approved invoices, and discussed pump design flaw. They are under contract with a Project Manager OPM and have a contract with Gale Associates to assist. Chair Gendreau recommends that the public watch the meeting on Westport Community TV.

g. WCS Bill Warrant: 5/5/2026 - Chair Gendreau verified that each member received an electronic copy for review of the bill warrant 5/5/2026 totaling $206,137.27.

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

Chair Gendreau confirmed the bill warrants acknowledged.

h. FY 2027 Budget Discussion - Chair Gendreau shared at Tuesday's Town Meeting Article 11 school department's FY27 budget of $24,824,332 was approved. In addition, Town Meeting approved $972,815 in Capital Improvement Planning Committee CIPC funding for various school projects. A total of $81,000 was approved to support technology upgrades.

Action Agenda
a. Review and Act on Debate Club - Chair Gendreau informed members they have a description of the club's scope in their packets.

Chair Gendreau asked if there were any comments or questions?

Ms. Sampers asked if this is covered in the budget?

Superintendent Roy explained this is taking the place of another club that is no longer running.

A motion was made to approve the Debate Club.
Motion by Pacheco, seconded by Sampers 4/0/0

b. Review and Act on Co-op Cross Country - Ms. Morris explained the Co-op Cross Country Program for grades 9-12 both males and females. She conducted a survey to make sure enrollment would not be affecting Fall sports and has been under discussions with Atlantis Charter.

Mr. Pacheco asked how many students will be in the program? Ms. Morris shared 10-12 students with 4 or 5 of them current athletes and 5 - 6 outside the regular athletes.

A motion was made to approve Co-op Cross Country.
Motion by Sampers, seconded by Pacheco 4/0/0

c. Review and Act on School Choice for 26/27 SY - Chair Gendreau reported the current number is 5 seats in grade 9 and 5 seats in grade 10 as per recommendation of principals. There was discussion on accommodating more students in grade 9. The recommendation is to amend the School Choice for 26/27 proposal to increase from 5 seats to 10 seats in Grade 9 and remain with 5 seats in Grade 10.

A motion was made to amend the School Choice for 26/27 proposal to increase from 5 seats to 10 seats in Grade 9 and remain with 5 seats in Grade 10.
Motion by Pacheco, seconded by Sampers 4/0/0

d. Review and Act on OST Rates for 26/27 SY - Superintendent Roy explained they are trying to get the Out of School Time OST budget in a more stable state. Looking at employee rates and charges the OST pay rates and merit increases were reviewed.
A motion was made to approve the OST Rates and Merit Increases effective July 1, 2026 as presented.
Motion by Pacheco, seconded by Sampers 3/0/1
Gendreau abstained

e. Review and Act on Substitute Rates for 26/27 SY - Chair Gendreau reported last time these rates were updated was 5 years ago.

Chair Gendreau asked if there were any questions?

Mr. Pacheco asked why are there are 2 different rates hourly and daily? Superintendent Roy will get further clarification on why there are 2 separate rates daily and hourly.
No vote taken, passed over at this time.

f. Review and Act on Career Pathways Coordinator Job Description - Chair Gendreau explained this position will be to facilitate the Career Pathways Program. This position will support coordination instead of using stipends that is being done now and get more students involved.

Mr. Melnyk asked what the salary range would be? Superintendent Roy responded $100,000.
A motion was made to approve Career Pathways Coordinator Job Description.
Motion by Pacheco, seconded by Sampers 4/0/0

g. Review and Act on Revised Executive Secretary Job Description - Chair Gendreau explained this job description updates the position with current tasks. The old job description was 18 years old.
A motion was made to approve Revised Executive Secretary Job Description.

Motion by Pacheco, seconded by Sampers 4/0/0

h. Review and Act on SC Meeting Minutes for Monday April 27, 2026 and Wednesday, April 8, 2026 -
A motion was made to approve the SC Meeting Minutes for Monday April 27, 2026 and Wednesday, April 8, 2026.
Motion by Pacheco, seconded by Sampers 4/0/0

i. Review and Act on WMHS Field Trip to Roger Williams Park Zoo – Providence RI – May 25, 2026 -
A motion was made to approve the WMHS Field Trip to Roger Williams Park Zoo Providence RI on May 25, 2026.

Motion by Pacheco, seconded by Sampers 4/0/0

j. Acknowledge and Accept Donation of Magnets from for WMHS Guidance Department - Estimated Value $4,600 -
A motion was made to acknowledge and accept a Donation of Magnets from for WMHS Guidance Department - Estimated Value $4,600.

Motion by Sampers, seconded by Pacheco 4/0/0

k. Acknowledgement of Scholarship for American Red Cross in the amount of $1000 -
A motion was made to acknowledge the Scholarship for American Red Cross in the amount of $1000.

Motion by Pacheco, seconded by Sampers 4/0/0

Routine Matters:

- Correspondence and Notices - There were none.

- Discussion of Future Agenda Items - Chair Gendreau announced the next School Committee Meeting will take place on Wednesday June 10, 2026 at 6 p.m. If members have any agenda items send them in.

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 4/0/0

Roll call vote:

Gendreau Yes Melnyk Yes Pacheco Yes Sampers Yes

The Special School Committee Meeting adjourned at 6:48 p.m.

Meeting Documents
2025 Abigail Adams Recipients List
Memo Town Meeting Update FY27 Budget and Capital Improvements
CIPC Recommendations 2 messages
Memo Capital Improvement Planning from Jim Hartnett dated August 14, 2025
Capital Improvement Request Form Air conditioning and electrical upgrades
Capital Improvement Request Form Playground Removal, demo, prep, fencing
Capital Improvement Request Form Interactive TV computers (125)
Interactive TV computer Replacement Request-Windows 11 Compliance
Capital Improvement Request Form Safety Cameras
Capital Improvement Request Form 2024 Ford F250 RC Pickup 142 WB
Capital Improvement Request Form Dump Truck
Capital Improvement Request Form Add Additional Adult Bathrooms
Debate Club New Proposal
WCS Bill Warrant: 5/5/2026
Westport Community Schools Executive Secretary Job Description
Westport Community Schools Career Pathway Coordinator Job Description
Westport Community Schools Substitute Rates
OST Pay Rates and Merit Increase Effective July 1, 2026
WMHS Field Trip to Roger Williams Park Zoo – Providence RI – May 25, 2026
Donation of Magnets from for WMHS Guidance Department - Estimated Value $4,600
Scholarship for American Red Cross in the amount of $1000

Submitted by Sharon Pinho School Committee Recording Secretary