

Westport School Committee
Regular Meeting
DATE: August 5, 2026
TIME: 6:00 p.m.
PLACE: WHMS Auditorium

MINUTES

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

Members Absent: Fred Melnyk

Also Present: Laura Charette Principal Westport Middle High School, Stacy Duquette Principal of Macomber School, Holly Hargraves Director of Curriculum and Professional Development, Kristin McDaniel Director of Human Resources, Lori Melo Executive Secretary, Wendy Miranda Director of Special Education, Robin Morin Principal Westport Elementary School, Shelley Morris Athletic Director, Sean Persico Assistant Principal Westport Middle High School, Francine Roy Superintendent, 0 Community Participants

Call to Order and Pledge of Allegiance – Chair Evan Gendreau opened up the Westport School Committee Regular Meeting at 6:03 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.

Informational Agenda

a. Superintendent Report – Superintendent Roy reported the following items:

Summer was busy especially for the Facilities Department.

Acknowledged that the district building project achieved a silver in the LEED certification program that stands for Leadership in Energy and Environmental Design.

Athletic fields will be ready for Fall.

Thanked everyone who worked on the mural in the cafeteria.

Administration have been meeting to get ready to open up a new school year. They all came to a common vision to service the district. Teachers representing Grade 1 and the High School came to speak about the book entitled the *Anxious Generation*. The teachers gave perspectives of what they are seeing in their classrooms.

Finalizing hiring process with a few remaining openings.

Superintendent Roy will present a Strategic Plan available to work on and get feedback.

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

Chair Gendreau acknowledged the retirement of Mark Thibodeaux who served 31 years as a custodian and thanked him for his service.

b. Curriculum Director Report – Ms. Hargraves reported having a busy summer with renewals, curriculum, purchases, and writing grants. Ms. Hargraves is working with Ms. Miranda on a Professional Development Plan and partnering up with the Westport Federation of Teachers leadership to finalize this plan. Professional Development will be provided in Math, Literacy and Special Education. Innovation Career Pathways had 2 students enrolled in the Summer Institute. One placement in physical therapy at Charlton Memorial Hospital and 1 placement with Agape Dermatology.

Ms. Hargraves asked if there were any questions? There were none.

c. Business Manager Report - Ms. Rapoza reported the Registrar is in full swing enrolling new students into the district. Enrollment numbers are forthcoming. Payments for transportation are due August 7 with forms online and payments can be made on City Hall. They are no longer using My School Bucks. Playground at the Macomber School is still being worked on. The equipment is ready to ship and they are waiting for the contractor to prepare the grounds for the new equipment. The playground will not be ready for beginning of school, possibly by end of Fall.

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

- d. Committee Liaison Reports - Ms. Sampers has a School Building Committee meeting tomorrow and attended a Policy Subcommittee meeting and a Building Use Subcommittee Meeting today.

Mr. Thrasher reported there were no meetings.

Mr. Pacheco attended a Policy Subcommittee meeting and a Building Use Subcommittee Meeting today.

Chair Gendreau has a School Building Committee meeting tomorrow and Audit Committee will be next month.

- e. ALICE Recap 2025-2026 - Mr. Persico thanked the committee, administration and the Police Dept. Mr. Persico explained the district is an ALICE certified organization for having yearly comprehensive Emergency Operations Manual updated 7/29/26, having a 92% online training recertification. The district is above the bar (75% qualifies). In addition, ALICE assemblies were held in all buildings September 9 and 10, 2025. On November 5, 2025 ALICE for Parents Night was held. Four successful drills were conducted through the school year. Discovery of opportunities for improvement based on drills: signage, speaker systems, PA/panic button, maintenance, etc.

Chair Gendreau asked if there were any questions? Committee members thanked Mr. Persico for his work with this initiative.

- f. MASC/MASS Joint Conference Early Bird Pricing - Chair Gendreau reported the event will be in Danvers November 4-6. Anyone interested in attending should let Ms. Melo know before the deadline.

- g. SCEC Financial Report - Chair Gendreau acknowledges receipt of the report.

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

- h. Discussion of Superintendent Evaluation - Chair Gendreau explained the process on how the committee evaluates. There are a number of standards Department of Elementary and Secondary Education DESE identifies. The superintendent's Entry Plan was basis for the evaluation and goals have been met.

Chair Gendreau asked if there were any comments and questions?

Members shared various positive comments commending Superintendent Roy on her entry plan, communication, community liaisons with community partners, budget, communication of district needs, and efforts with commitment to community, staff, and students.

Chair Gendreau asked if there were any recommended changes? There were none.

Action Agenda *(taken out of order)*

- a. Act on Superintendent's Evaluation -

A motion was made to approve the Superintendent Evaluation.

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

Return to:

Informational Agenda

- i. WCS Bill Warrant: 8/07/2026 & 7/24/2026 - Chair Gendreau verified that each member received an electronic copy for review of the bill warrants 8/07/2026 in the amount of \$363,459.35 and 7/24/2026 in the amount of \$228,145.76.

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

Chair Gendreau confirmed the bill warrants acknowledged.

- j. First Read of the following Policies: KF - Community Use of School Facilities, - Chair Gendreau announced policies KF and IN will be passed over for the First Read at this time.

ECAB: Access to Buildings and Grounds, EEAEA: Bus Driver Examination and Training, IN - Artificial Intelligence (AI), JFBB: School Choice, KBG Parent Advisory Councils, JKAA Time-Out, Seclusion, and Restraint of Students, JLCD Administration of Medication to Students, JLCDC Self-administration and Self-Carry of Medications

Policy Subcommittee met before this meeting and there is a language change to policy JFBB and waiting for clarification from Ms. Miranda on policy JLCD.

Chair Gendreau asked if there were any comments?

Chair Gendreau noted for policy JFBB: School Choice there was a recommendation from MASC on siblings.

Action Agenda

a. Act on Superintendent's Evaluation - Done above.

b. Review and Act on FY26/27 Staff Handbook - Ms. McDaniel reported there were a few changes with clerical names and titles, as well as policies eliminated by Massachusetts Association of School Committees MASC. Language was updated for the Dress Code Policy.

A motion was made to approve the FY26/27 Staff Handbook.

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

c. Review and Act on FY26/27 District Student and Family Handbook - S. Duquette, R. Morin and L. Charette - Chair Gendreau reported they are combining handbooks this year.

Chair Gendreau asked what WIN block is? Ms. Charette explained this is called "What I Need" WIN, there will be a ½ hour block of time after 3rd period when students go to homeroom and plan out where they want to go for the next 5 days. This gives students the opportunity to schedule time for what they need. For example, retake a math test, walk the track or shoot a hoop of basketball, etc. Teachers review students' choices and have the final say.

Ms. Charette asked the committee whether having a Breathalyzer available is still necessary and be required to get into the school dances? At this time, they need to purchase new ones and the newer models take a longer time to work. Security detail is at these dances.

Discussion took place on whether to remove this requirement or keep it in the handbook.

It was noted that timing for approval of the handbook before the school year begins is necessary.

It was decided to approve the handbook with exception to the breathalyzer part and amend the policy later.

A motion was made to approve the FY26/27 District Student and Family Handbook as it stands and reconsider breathalyzer section at a future meeting.

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

d. Review and Act on Use of Facilities Application - Chair Gendreau explained the rates for building use were reviewed and amended. These rates are based on what is common practice in other surrounding districts. Some changes include adding the Macomber School fields, removing season flat rates, and to have straight hourly rate for outside users.

Mr. Thrasher advocated to change application sign off to add the superintendent to increase the awareness of use of facilities.

Ms. Rapoza added presently principals and Ms. Ouellette from the Facilities Department sign off.

Discussion took place on adding a 3rd sign off line to include principal, facilities, and superintendent.

A motion was made to approve the Use of Facilities Application and add a third line for superintendent signature.

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

e. Acknowledgement of WEF Grant: \$5000 for Westport Education Foundation and \$5000 Donation from Senator Michael Rodrigues and the Southcoast Community Foundation - WMHS CAD LAB Project -

A motion was made to acknowledge the WEF Grant: \$5000 for Westport Education Foundation and \$5000 Donation from Senator Michael Rodrigues and the Southcoast Community Foundation - WMHS CAD LAB Project.
Motion by Pacheco, seconded by Sampers 4/0/0

f. Review and Act on SC Meeting Minutes for Monday, July 13, 2026

A motion was made to approve the SC Meeting Minutes for Monday, July 13, 2026.
Motion by Pacheco, seconded by Sampers 4/0/0

Routine Matters:

- Correspondence and Notices - There were none.
- Discussion of Future Agenda Items - Chair Gendreau requested a future update with the Career Pathways Coordinator.

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 Pacheco Yes Sampers Yes Thrasher Yes.

The Special School Committee Meeting adjourned at 6:51 p.m.

Meeting Documents

WCS Bill Warrant: 8/07/2026 & 7/24/2026

ALICE 2025-2026 Year In Review

MASC/MASS Joint Conference November 4-6 Danvers

DESE South Coast Educational Collaborative Report on Massachusetts Educational Collaborative Financial Review

FY26/27 Staff Handbook

FY26/27 District Student and Family Handbook

Building Use Facilities Application

Policy KF Community Use of School Facilities

WEF Grant: \$5000 for Westport Education Foundation and \$5000 Donation from Senator Michael Rodrigues and the Southcoast Community Foundation - WMHS CAD LAB Project

First Read of the following Policies:

ECAB: Access to Buildings and Grounds

EEAEA: Bus Driver Examination and Training

JFBB: School Choice

KBG: Parent Advisory Councils

JKAA: Time-Out, Seclusion, and Restraint of Students

JLCD: Administration of Medication to Students

JLDCD: Self-administration and Self-Carry of Medications

Submitted by Sharon Pinho School Committee Recording Secretary