

Tisbury School Committee
8:30AM, Tuesday, February 11, 2020
Tisbury School Conference Room

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TSC Members Present: Chair Amy Houghton, Janet Packer, Michael Watts,
Staff: John Custer – Principal, Matt D’Andrea – Superintendent,
Richie Smith – Asst. Superintendent, Jennifer Cutrer,
Meredith Goldthwaite,
Others: Melinda Loberg – Selectman,
Marni Lipke – Recorder
* Late Arrivals or early departures.

The Tisbury School Committee (TSC) meeting was called to order at 8:35AM.

I. Approval of Minutes

• **ON A MOTION DULY MADE BY MS. JANET PACKER AND SECONDED BY MR. MICHAEL WATTS THE MINUTES OF THE JANUARY 14, 2020 MEETING WERE UNANIMOUSLY APPROVED; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

II. Superintendent’s Report

A. All Island School Committee (AISC)

The February meeting honored departing Martha's Vineyard Public Schools (MVPS) Business Administrator Amy Tierney. Martha's Vineyard Regional High School (MVRHS) Finance Manager Mark Friedman would be interim MVPS Finance Manager.

• After a mild 10 year decline in enrollment, New England School Development Council (NESDEC) projections showed a level or slightly increased population for about 5 years and then a 35 student increase 10 years out. The TSC noted new affordable housing projects and seasonal shifts in rental population.

V. Financial Report

A. Fund Balances (See documents on file.)

Administrative Support Professional Rachel Hickey attached explanations for balances.

B. School Choice Request (See documents on file and below: Actions.)

Town Accountant Suzanne Kennedy declared an out-of-state lead test reimbursement as not payable from the Town General Fund. The TSC expressed frustration and explored the situation:

- TSC/Town commitment to pay for Tisbury student lead testing;
- delay in notifying the TSC of the problem;
- parent right to choose where testing was done;
- Town payment of other out-of-state District bills;
- other substantial invoices not paid in a timely manner;
- embarrassment to the TSC and the Town.

The heating/ventilation/air conditioning (HVAC) scope of work was completed, but the School wished to continue work over the February break. Town Administrator Jay Grande had closed out the Special Town Meeting (STM) warrant article funds (see 9/18/19 Minutes) in order to plan for an Annual Town Meeting (ATM) article to replenish Stabilization.

• ON A MOTION DULY MADE BY MS. PACKER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED WITHDRAWAL OF \$106.34 FROM SCHOOL CHOICE FUNDS TO REIMBURSE MS. KATE FOLEY; 3 AYES, 0 NAYS, 0 ABSTENTIONS.

C. Fiscal Year (FY2021) Budget

1. Finance Committee (FinCom) Meeting (See below: Meetings/Events.)

- Members would attend the FinCom meeting. No communications had been received on the FY21 Budget.
- Selectman Melinda Loberg asked about the Special Education Stabilization Fund article. The TSC had discussed it as a goal but taken no definitive actions (see 12/10/19 Minutes p.2-3).
- The TSC explained the instigation of the Shared Services Programs that significantly reduced the number and costs of MVPS residential placements. A residential school on the Island was not practicable due to the diversity of student needs and variety of programs and skilled staff required.

IV. Principal's Report

A. School Events (See documents on file & below: Meetings/Events.)

- This year instead of planning kindness events the "random" was emphasized during Random Acts of Kindness Week.
- The staff/student basketball game was scheduled just before winter break.
- All staff would attend a MVPS suicide awareness/prevention presentation March 3rd.
- Parent Teacher Conferences were moved to early March for greater impact.
- The Alton Jones trip was having a hard time attracting male chaperones so Prin. Custer would accompany students.
- MCAS testing would run from March 30th to May 22nd.
- Ms. Loberg informed the TSC of a State Ethics training on Open Meeting Law, public records and conflict of interest issues.

IV. Principal's Report

B. School Improvement Plan (SIP)

(See documents on file & below: Meetings/Events.)

As goals usually took two years to fully implement and assess, the 2019-20 SIP goals were the same as 2018-19. The TSC asked for a fuller reporting of measurable progress. Supt. D'Andrea was a strong believer in MCAS data and analysis, as a measure of school and individual student progress giving accurate direction on instruction.

- The TSC explored outreach to the English Language Learners/English as a Second Language (ELL/ESL) community. For example parent-teacher conferences were difficult to solicit and schedule especially in terms of available interpreters—which were scarce. This year the Tisbury School booked interpreters for blocks of times and informed parents of available slots.

V. Facility Report

A. School Maintenance Plan (See documents on file & below: Actions.)

This was long overdue, laying out general maintenance, inspection schedules etc. The first draft was taken from other school templates in consultation with the Town Administrator, the Dept. of Public Works (DPW) Facilities Manager, and the MVRHS Facilities Director. Future drafts should include cost ranges.

- It was risky to entrust facilities maintenance to the Principal who was primarily an educational expert.
- Town inspectors agreed to do informal walk-throughs during the school year to see the building in use and to allow time for remediation before official inspections.
- School custodians were primarily responsible for cleaning, and not for the complex systems maintenance, so contracts should be delegated to professionals.
- The TSC asked about software versions of maintenance plans with automatic notifications, and suggested asking the Owners Project Manager (OPM).
- The Town asked the DPW/Facilities Manager develop similar plans for all municipal buildings.

VI. Faculty Report

- Ms. Meredith Goldthwaite asked that the TSC Student Spotlight be first on the agendas. Last Friday was World Read-Aloud Day.
- The Building Project OPM and designers would meet with specific groups of teachers throughout the winter/spring on technical issues and design.

VII. School Building Committee (TSBC) Report

Last night was a very lively meeting with a lot of hard conversations.

- The architects presented an Existing Conditions Report that recommended gut or near gut to studs of the existing space, which would trigger other code requirements. Significant work was needed on:
 - the roof (insufficient tie-in, lack of insulation),
 - building envelope (brick testing scheduled, windows, lintels, mortar),
 - acoustics between walls, floor and ceilings,
 - sustainability (e.g. no insulation in the gym),
 - accessibility.
- An inventory of existing space and deficiencies was helpful. It was noted that extra space in one section could not be shifted to another without the cost of changing walls.
- A preliminary draft of a design option included turning the current gym into the cafetorium, backing it with an addition for administration, nurse's office, secure vestibule and American Disabilities Act (ADA) access. Other aspects included a new gym with a roof break for roof gardens and outside learning spaces, as well as quiet spaces requested by students. The next meeting (see below: Meetings/Events) would focus on sustainability.
- The TSC discussed recent press coverage which seemed to have difficult agendas causing upset and disruption. The FinCom responded to issues.
 - A yew tree was planted by previous staff, who harvested its berries as a teaching tool. The tree had no ill effects on children in its long history. It was now gone, but in any case, was already marked to be cut down during the project.

- Lead on the exterior of the building was tested in the previous Building Project report by Turowski 2 (T2) Architects and reported as “no action required”.

Adjournment

• **ON A MOTION DULY MADE BY MR. WATTS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 10:00AM.**

Appendix A: Meetings/Events:

- Ethics Training – 4:00-6:00PM Wednesday, February 12, 2020 KCT
- TSBC– 6:00PM, Tuesday, February 18, 2020 - TBD
- FinCom – 6:30PM, Wednesday, February 19, 2020 at the Tisbury School
- MVRHSC - 5:00PM, Monday, March 2, 2020 – MVRHS LCR
- TSC/SAC – 8:30AM, Tuesday, March 10, 2020 at the Tisbury School
- Special/ Annual Town Meeting – 7:00PM, Tuesday, March 31, 2020

Appendix B: Actions

Prin. Custer/Ms. Houghton – request Ms. Kennedy attend a TSC meeting re: policy explanation.

Ms. Loberg – contact Mr. Grande & Ms. Kennedy re: STM article lead testing & HVAC.

Ms. Loberg – follow up with Mr. Grande on SpEd Stabilization article.

Ms. Loberg – follow up with Ms. Bennett re: Ethics Training notification.

Ms. Loberg – follow up with Mr. Grande re: including School in weekly Town Cabinet/ Capital project meetings.

Prin. Custer/SAC – report measurable progress on SIP goals.

Prin. Custer – contact Richard Marks/Daedalus re: Maintenance Plan: software, etc.

Appendix C: Documents on File:

- Agenda 2/11/20
- Houghton/TSC letter re: FY21 Tisbury School Budget 12/13/19
- Tisbury School FY'21 Budget Analysis Draft #2 12/10/19
- Fund Balance Explanations 2/11
- Tisbury School Fund Balances Fiscal Year 2019-2020 2/7/20
- Foley email re: Customer Service Payment 11/20/19
- Tisbury School Events
- Tisbury School Improvement Plan 2019-20
- Draft Tisbury School Maintenance Planning (2 p.)
- Enrollment Projections Martha's Vineyard Public Schools, Tisbury School (8 p.) 12/9/19
- Tiger Tales February 2020 (6 p.)

Minutes respectfully submitted by Office On Call/Marni Lipke.

Marni Lipke – Recorder

Date

Amy Houghton – TSC Chair
Minutes approved 3/10/20

Date