

Tisbury School Committee
8:30AM, Tuesday, September 11, 2018
Tisbury School

1

TSC Members Present: Chair Amy Houghton, Colleen McAndrews, Janet Packer

Others: Marni Lipke – Recorder

School Staff: John Custer – Principal, Sean Mulvey – Assoc. Principal;
Matt D’Andrea – Superintendent, Richie Smith – Asst. Supt.,
Amy Tierney – Business Administrator,
Student Support Co-Director – Nancy Dugan
Teachers: Melissa Ogden, Rita Jeffers, Natalie Krauthamer,

SAC/PTO/Wellness: John Bacheller, Wiet Bacheller, Signe Benjamin,
Natalie Krauthamer, Siobhan Mullin,

Town: Selectmen - Melinda Loberg,

The Tisbury School Committee (TSC) meeting was called to order at 8:37AM. Everyone introduced themselves.

I. Approval of Minutes of 8/14/2018, 6/26/2108

• **ON A MOTION DULY MADE BY MS. JANET PACKER AND SECONDED BY MS. COLLEEN MCANDREWS THE MINUTES OF THE FOLLOWING MEETINGS WERE UNANIMOUSLY APPROVED (2 AYES, 0 NAYS, ABSTENTIONS AS ABSENT): JUNE 8, 2018, JUNE 26, 2018, AND AUGUST 14, 2018.**

* Ms. Amy Houghton entered the meeting at 8:43AM.

II. Island Grown Schools (IGS) Program – Budget Proposal

New IGS Director Tim Connelly and Ms. Olivia Rabbit had been filling in for IGS Tisbury School liaison Mary Sage Napolitan, who had left the Island. The IGS program was a growing part of the curriculum (see 10/10/17 Minutes p.1 #VI) and Principal John Custer attested to their excellent, cooperative working relationship. The School contributed \$5,500 for the first time in Fiscal Year 2018 (FY18). Other Martha's Vineyard Public Schools (MVPS) ranged from paying nothing to funding a full time staff member.

• Ms. Houghton supported further funding but noted the need for a larger conversation regarding transparency and Town opinion on non-profits tapping into School budgets—Martha's Vineyard Community Services (MVCS), Adult Community Education Martha's Vineyard (ACE MV), Felix Neck, etc.

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY RECOMMENDED THAT 25% (\$6,160) OF ISLAND GROWN SCHOOLS PROGRAM COSTS BE INCLUDED IN THE FISCAL YEAR 2019 BUDGET DRAFT; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

III. Parent Teacher Organization (PTO)

A. School Campus, Playgrounds (See documents on file.)

Parents had been contacting the PTO regarding bettering school grounds and play equipment. Resources included:

- possible planning funds from Community Preservation Committee (CPC)
- The Field Fund expertise and donations;
- PTO donations and in-kind contributions,
- Dept. of Public Works (DPW) labor and School budgets;
- The TSC agreed to meet in view of several considerations:
- disruption and/or damage to current work from any future school facilities project;
- coordination of various moving parts and organizations; and
- CPC application deadlines (eligibility - September 28th, final - October 28th).

IV. Superintendent's Report

Superintendent Matt D'Andrea reported a smooth opening day thanks to the MVPS Principals, Assistant Principals and staff.

A. Policies

1. Immunization, Automated External Defibrillator (AED) - Third Reading

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED (3 AYES, 0 NAYS, 0 ABSTENTIONS) THE THIRD AND FINAL READING OF THE TISBURY SCHOOL:**

- **REVISED AUTOMATED EXTERNAL DEFIBRILLATOR POLICY, AND**
- **REVISED IMMUNIZATION POLICY.**

B. Synergy Solutions Audit

Supt. D'Andrea outlined the audit components. Ms. McAndrews praised the initiative.

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY AUTHORIZED PAYMENT OF \$3,500 FROM SCHOOL CHOICE FUNDS FOR THE TISBURY SCHOOL SYNERGY SOLUTIONS AUDIT; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

• The Massachusetts Association of School Business Administrators (MASBO) was performing a transportation review including: routes, personnel, off-Island trips, etc. (see 8/27/18 MVRHSC Minutes p.2 #C). For an additional fee (~ 4-6 hours) they could review Tisbury School bus drop-off/pick up. Tisbury options were limited given the small campus and narrow roads. A previous consultation produced unusable results, however the TSC considered it small money for expert advice and a new perspective.

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY AUTHORIZED SCHOOL CHOICE FUNDS TO PAY FOR A TISBURY SCHOOL BUS AUDIT BY THE MASSACHUSETTS ASSOCIATION OF SCHOOL BUSINESS ADMINISTRATORS AT \$150 PER HOUR; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

V. Facilities Needs/Maintenance

(See below: Meetings/Events & Actions.)

The TSC, Selectmen and Town Departments toured the building (see 8/14/18 Minutes) as a first step in working as a cohesive team. The next step was a Selectmen/TSC working session (i.e. no public comment) on the education plan—not to be confused with an academic plan. In addition there was a forum to plan and prioritize Town infrastructure targeting roadways, drainage, etc.

A. Air Quality: Mold Remediation

(See documents on file & below: Actions & 8/27/18 Minutes p.4.)

1. Nauset Environmental Services, Tisbury Board of Health Memos

After the winter leak (see 1/9/18 Minutes p.2 #V A) a limited number of rooms were tested (~ \$2,000) and treated for mold. Costs were partially covered by insurance. The consultant's report was densely technical. The School used the recommended vacuum cleaners and consulted the Tisbury Board of Health agent. Comprehensive testing and possible remediation might require Town funding. In view of some parent concerns and other building leaks:

IT WAS THE CONSENSUS OF THE TISBURY SCHOOL COMMITTEE TO AUTHORIZE TISBURY SCHOOL ADMINISTRATION TO CONTACT TOWN FACILITIES DIRECTOR AND/OR NAUSET ENVIRONMENTAL SERVICES ABOUT TESTING THE ENTIRE SCHOOL INCLUDING THE WHITE HOUSE.

B. Facilities Manager Recommendations (See 8/27/18 Minutes p.2.)

At the request of the Town Administrator, Facility Director Kirk Metell researched a window contractor to gather information on window replacement. The TSC expressed concern about:

- building lintels that had to be remediated before window replacement;
- approaching renovations in a piecemeal fashion (grounds, windows, etc.);
- requesting conversations on priorities and planning before any action.
- Prin. Custer praised Mr. Metell.

VI. Financial Report

A. Fund Balances (See documents on file.)

The Town Accountant had not yet entered the FY19 beginning balances.

- \$100,000 of the \$290,000 School Choice balance was committed to the FY19 Budget. FY19 school choice income was roughly guesstimated at ~\$75,000.
- Fund 501 (Security) residual was expended but not yet billed.
- Fund 508 (Feasibility) was billed but not yet paid. The balance was mostly due to use of the roof replacement residual (see 4/5/16 Minutes p.1 #III A).

B. Fiscal Year 2018 (FY18) End-of-Year Report

The School returned \$25,758 to the Town from the FY18 Budget.

• ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY AUTHORIZED (3 AYES, 0 NAYS, 0 ABSTENTIONS) THE FOLLOWING PAYMENTS FROM SCHOOL CHOICE FUNDS:

- \$2,500 FOR THE SYNERGY SOLUTIONS TRAINING,
- \$200 TOTAL FOR TWO INVOICES FOR INTERPRETER SERVICES.

• ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY AUTHORIZED THE TRANSFER OF \$1,189.76 FROM THE CLASS OF 2019 ACTIVITIES ACCOUNT TO THE EIGHTH GRADE FUNDRAISING ACCOUNT; 3 AYES, 0 NAYS, 0 ABSTENTIONS.

VII. Principal's Report

A. Staffing Update

Ms. Laura Bernard was the long-term substitute for Ms. Nicole Shirley (see 5/8/18 Minutes p.3 #IV B 1).

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY ACKNOWLEDGED A LEAVE OF ABSENCE FOR EDUCATION SUPPORT PROFESSIONAL MS. LAURA BERNARD STARTING APPROXIMATELY AUGUST 29, 2018 AND ENDING APPROXIMATELY NOVEMBER 5, 2018; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY ACKNOWLEDGED THE RESIGNATION OF ASSISTANT COOK MELINDA MAVEETY; 3 AYES, 0 NAYS, 0 ABSTENTIONS.** Ms. Maveety was now Head Cook (see 6/8/18 Minutes p.4 #IV A 1).

- A small turnover meant less than usual summer hiring:
- Spanish Teacher Ms. Kelley Hayes,
- First Grade Education Support Professional (ESP) Ms. Nika Mone;
- Assistant Cook Ms. Luciana Coutinho, who spoke Portuguese and brought excellent cooking and Brazilian flavors to the cafeteria.
- Shared Services assigned two new faces to the School: School Psychologist Ms. Mariel Garcia, and Speech Therapist Stacey Voorhis.

B. Start of School

Chair Amy Houghton praised the inspiring culture and team spirit displayed at the start of school. The traditional PTO cook out was a success.

• Enrollment changed daily but was around 300, with a small kindergarten (20) and large fifth and sixth grades (42 each). Other MVPS kindergarten numbers were not low but dips and peaks were normal and there seemed to be no outstanding reasons.

1. Safety and Security Training

Prin. Custer reviewed the training, which went smoothly and was well-received.

Adjournment

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 9:47AM.**

Appendix A: Meetings/Events:

- AISC MedStar - 2:00pm, Thursday, September 13, 2018 at the MVRHS LCR
- MVRHSC - 5:00pm, Monday, September 17, 2018 at the MVRHS LCR
- CPC - 5:30pm, Monday, September 17, 2018 at the EMS Building
- TSC Meeting – 3:00pm, Tuesday, September 18, 2018 at the Tisbury School
- BOS/TSC Working Session – TBD, Monday, September 24, 2018 at Town Hall KCT
- MVRHSC - 5:00pm, Monday, October 1, 2018 at the MVRHS LCR
- TSC Meeting – 8:30am, Tuesday, October 9, 2018 at the Tisbury School

continued

Appendix B: Actions

- Prin. Custer – submit School needs for Town Infrastructure Forum.
- Prin. Custer – contact Mr. Metell re: Nauset Environmental Services testing.
- Prin. Custer – contact Selectmen re: Town funding for mold testing/remediation.
- Prin. Custer – report School Choice numbers at the October TSC meeting.
- Ms. Houghton – instigate community discussion on non-profit/schools partnerships

Appendix C: Documents on File:

- Agenda 9/11/18
- Sign In Sheet 9/11/18
- McAndrews email re: Island Grown School Financial Update (2 p.) 8/21/18
- Houghton/Mullin email re: Tisbury School Committee 8/13/18
- Custer letter re: Field Fund grant 6/28/18
- Vaughn email re: Lab Report from Thursday's Mold Sampling at the Tisbury School (3 p.) 8/24/18
- Valley email re: Nauset Environmental Test Results 8/31/18
- Tisbury School Fund Balances Fiscal Year 2018-2019 9/10/18
- Tisbury School Fund Balances Fiscal Year 2017-2018 9/10/18

Minutes respectfully submitted by Office On Call/Marni Lipke.

Minutes approved by the TSC 10/9/18