

**Tisbury School Committee**  
**8:30AM, Tuesday, January 8, 2019**  
**Tisbury School Conference Room**

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

**Staff:** John Custer – Principal, Sean Mulvey – Assoc. Principal;  
Matt D’Andrea – Superintendent, Richie Smith – Asst. Supt.  
Business Administrator – Amy Tierney, Rita Jeffers, Melissa Ogden,  
**Others:** Selectman Melinda Loberg , FinCom - Jynell Kristal, Jeff Kristal\*  
Paul Lazes,

Marni Lipke – Recorder

\* Late Arrivals or early departures.

The Tisbury School Committee (TSC) meeting was called to order at 8:32AM. Chair Amy Houghton stated that Ms. Colleen McAndrews was joining the meeting by phone and consequently roll call votes were required.

I. Approval of the Minutes from 12/10/18 and 12/11/2018

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. JANET PACKER THE MINUTES OF THE DECEMBER 11, 2018 MEETING WERE UNANIMOUSLY APPROVED; 3 AYES, 0 NAYS, 0 ABSTENTIONS, MS. MCANDREWS—AYE, MS. HOUGHTON—AYE, MS. PACKER—AYE.**

II. Superintendent’s Report

A. New England School Development Council (NESDEC)

Enrollment projections showed a fairly stable or slightly decreased population, in the next three to five years, which aligned with Massachusetts School Building Authority (MSBA) data. The Martha's Vineyard Public Schools (MVPS) enrollment projections were also stable at 2,100 students although the drop in elementary/middle schools was balanced by an increase in Martha's Vineyard Regional High School (MVRHS) enrollment. The Up Island Regional School District (UIRSD) also showed an increase.

B. All Island School Committee (AISC) (See below: Meetings/Events.)

The Superintendent’s Shared Services Fiscal Year 2020 (FY20) Budget was approved. The next meeting was not yet scheduled although the Personnel Subcommittee would meet next week.

C. Policy

1. Age of Entry – 3Rd Reading (11/13/18 Minutes p.1 #II B 1.)

The policy was unchanged from the first reading.

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED THE THIRD AND FINAL READING OF THE TISBURY SCHOOL AMENDED AGE OF ENTRY POLICY; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

#### IV. Facilities Needs (See below: Meetings/Events & Actions.)

##### A. Joint Meeting with Board of Selectmen (January 14, 2019)

- The Selectmen would consider the Building project survey questions at tonight's meeting (see Minutes: 12/10/18 p.3-4, 12/11/18 p.2.)

##### B. Town Meeting Warrant Articles

(See documents on file, 12/11/18 Minutes p.2, and below: Meetings/Events & Actions.)

There were three potential warrant articles:

- \$400,000 for design/engineering/Owners Project Manager (OPM) etc. professional services, as a placeholder to expedite any future decisions on facilities renovation/addition (see 12/10/18 Minutes) submitted by the Selectmen's office;
- \$410,000 for mold testing and remediation;
- \$122,000 for repair/replacement of: gym wall/roof repair, front entrance steps and six classroom floors.
- The TSC discussed:
  - lack of communications and consultation on the renovation/addition placeholder;
  - hesitation on mold remediation without addressing underlying causes;
  - required consultation on all relevant Committees and Board before declaring sponsorship;
  - CONSENSUS TO TABLE ACTION UNTIL THE JOINT TSC/SELECTMEN MEETING.
- Martha's Vineyard Teachers Union representative Ms. Rita Jeffers reported that staff had made a formal request to the Union on air quality (a different process from a grievance) and that the Union was working with the Administration to survey and test (at Union's expense).
- Mr. Paul Lazes asked that the TSC respond to his presentation at the previous TSC meeting (see 12/11/18 Minutes p.2 #B & below: Actions).
- At the end of the meeting, it was reported that the Tisbury Department of Public Works (DPW), Ms. Cheryl Doble of the Tisbury Planning Board, and the Martha's Vineyard Commission (MVC) were part of the 'Safe Routes to School' State project to improve sidewalks, roads, bike routes, etc.

#### III. Financial Report

##### A. Fund Balances (See documents on file.)

- Administration was monitoring maintenance/custodial line items showing a cumulative deficit of ~ \$6,000—not counting some outstanding invoices. The School averaged about \$80-98,000 in annual upkeep—there were probably set standards on required maintenance percentages given building age, size, etc.
- The heating oil line reflected the mild winter.

##### B. Fiscal Year 2020 (FY20) Budget

(See documents on file & 12/11/18 Minutes p.3 #III B.)

- Principal John Custer submitted a draft budget to the Town by the requested deadline. The Town sent out a letter requesting every department to submit a proposal reducing their FY20 budgets by 2%.

- The Town was requesting \$10,000 from School maintenance lines be shifted to pay for the Facilities Manager's salary in compensation for time spent working on the School. A discussion followed clarified by Finance Committee Chair Jeff Kristal.
- There was general praise for Facilities Manager Kirk Mettell.
- The shift was part of incorporating all Town Departments' maintenance lines to create a Facilities Dept. budget—including landscaping/parks.
- Facilities funds would be available to the School—for example on a possible mold remediation cost overrun.
- The TSC asked about ultimate accountability and communications—Ms. Packer stressing the lack of notice on the school project placeholder article. Would Mr. Mettell attend TSC meetings?
- Assistant Superintendent Richie Smith suggested this might be an excellent solution to the persistent quest for a MVPS facilities manager, as school administrators were trained in education not construction trades.
- There was concern on finding \$10,000, given that FY19 maintenance lines were already in deficit and summer 2019 work was scheduled/required. Suggestions included:
  - \$5,000 from Facilities Upgrade increase;
  - \$5,000 from Extra Custodial increase;
  - \$5,000 from School Choice.
- FY20 Budget Draft #5B at \$7,226,974.02 (5.25% increase) included:
  - the finalized Supt. Shared Services budget allocation (\$5,000 decrease);
  - \$7,358 total transportation increase for the two Tisbury runs;
  - Cost of Living Adjustment (COLA) pool re: ongoing negotiations increase to 2%.
  - the shift of an English Language Learner (ELL) teacher from Title One grant into the general fund budget.
- School Choice revenues and enrollments were significantly down (currently at 18 students) so the TSC was uncertain about how much to commit to the FY20 Budget.

## V. Principal's Report

### A. School Events (See documents on file.)

- The February School play was Alice In Wonderland.
- The School was happy to host a Martha's Vineyard Family Center parenting workshop.
- Associate Principal Sean Mulvey was accompanying the seventh grade on the ski trip.
- The Spelling Bee would be February 12th.

### Adjournment

- **ON A MOTION DULY MADE BY MS. HOUGHTON AND SECONDED BY MS. PACKER THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 9:57AM.**

### Appendix A: Meetings/Events:

- TSC/BOS Working Session – 5:00pm, Monday, January 14, 2019 at the COA
- AISC Personnel Subc. – 4:00pm, Wednesday, January 16, 2019 at the Supt. Of.
- FinCom/School Budget – 6:30pm, Wednesday, January 16, 2019 at the EMS Bldg.
- TSC/SAC – 8:30am, Monday, February 19, 2019 at the Tisbury School

continued >

**Appendix B: Actions**

- Prin. Custer/Chair Houghton – place Paul Lazes proposal discussion on agenda.
- Prin. Custer – repost 1/14/19 agenda.
- Prin. Custer – keep Mr. Kirk Mettell informed on Union mold testing.

**Appendix C: Documents on File:**

- Agenda 1/8/19
- Article – To Fund Professional Services for Tisbury School 12/17/18
- Town of Tisbury Town Administrator, Preliminary Request to Place An Article Before The Tisbury Town Meeting January 2019 (2 p.)
- Tisbury School Events
- Safe Routes to School Program Overview
- I am here today as a representative of the MV Teachers Union....
- Tiger Tales January 2019 (4 p.)
- Enrollment Projections Martha's Vineyard Public Schools, Tisbury School (8 p.) 12/5/18
- Tisbury School Fund Balances Fiscal Year 2018-2019 1/7/19
- Custer memo re: Draft #4 of the FY2020 Tisbury School Budget 12/20/18
- Tisbury School Budget for 2019/2020 Draft #1 December 13, 2018 (6 p.)
- Tisbury School FY'20 Budget Analysis Draft #1 11/13/18
- Tisbury School FY'20 Budget Analysis Draft #3 12/11/18
- Tisbury School FY'20 Budget Analysis Draft #4 12/13/18
- Tisbury School Budget for 2019/2020 Draft #1 December 13, 2018 (6 p.)
- Tisbury School FY'20 Budget Analysis Draft #5B 1/8/19
- Tisbury School Budget for 2019/2020 Draft #5B January 8, 2019 (7 p.)
- Tisbury School Employee List for 2019-2020 Proposed Budget (3 p.)

Minutes respectfully submitted by Office On Call/Marni Lipke.

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Marni Lipke – Recorder

\_\_\_\_\_  
Date

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Amy Houghton – TSC Chair

\_\_\_\_\_  
Date

*Minutes approved 2/19/19*