

**Tisbury School Committee**  
**8:30AM, Tuesday, January 14, 2020**  
**Tisbury School Conference Room**

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**TSC Members Present:** Chair Amy Houghton, Janet Packer, Michael Watts,  
**Staff:** John Custer – Principal, Melissa Ogden – Asst. Principal;  
Matt D’Andrea – Superintendent, Student Support – Nancy Dugan,  
Amy Tierney – Business Administrator, Meredith Goldthwait,  
Natalie Krauthammer,  
**Others:** Melinda Loberg – Selectman, Siobhan Mullin – PTO,  
Marni Lipke – Recorder

\* Late Arrivals or early departures.

The Tisbury School Committee (TSC) meeting was called to order at 8:39AM. Chair Amy Houghton wished everyone a happy new year and welcomed them back to the re-united School.

I. Approval of Past Meeting Minutes

• **ON A MOTION DULY MADE BY MS. JANET PACKER AND SECONDED BY MR. MICHAEL WATTS THE MINUTES OF THE DECEMBER 10, 2019 MEETING WERE UNANIMOUSLY APPROVED; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

II. Superintendent’s Report

A. All Island School Committee (AISC) - Nothing to Report

- Mr. Ralph Packer of R. M. Packer Co. informed Superintendent Matt D’Andrea that a number of Martha’s Vineyard Public Schools (MVPS) had underground oil tanks that needed to be cleaned and inspected. The Tisbury School 2,500 gallon double tank was best done over the summer when it was fairly empty (see below: Actions).
- Selectman Melinda Loberg requested a final accounting of the lead abatement/ double school campus/ moving costs. A final accounting was not yet known (see below #V A).
  - Remediation and environmental hygienist invoices were fairly close to estimate.
  - Heating/ ventilation/ air conditioning (HVAC) was still in progress.
  - Some companies complained of delayed payments (see below: Actions), however (some invoices were sent to the Martha’s Vineyard Regional High School (MVRHS)).

III. Fiscal Year 2021 (FY21) Budget (See documents on file & below: Actions.)

The TSC was surprised not to get comments from either the Selectmen or the Finance Committee (FinCom) on the proposed Tisbury School FY21 Budget increase. The 10.5% increased was comprised of:

- \$300,000 maintenance increase,
- \$130,000 residential tuition,
- \$165,000 Supt’s Shared Services budget (partly assessment re: Tisbury enrollment);
- leaving about 3.3% in Tisbury School contractual obligations only.

The TSC discussed the maintenance issues including the above mentioned oil tank, water intrusion issues, items on Facilities Director Kirk Mettells' October 2018 list and the balance between building upkeep and spending money that would be duplicated or nullified by the building project. Tappé Architects were expected to submit a structural engineering report around mid-February.

- FY21 Title One funding was expected to increase (see 2/19/19 Minutes p.4).
- In general only about 7% of the Budget was discretionary spending.
- The Tisbury School Budget was ~ 25% of the Tisbury Town budget.
- **ON A MOTION DULY MADE BY MS. PACKER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED THE TISBURY SCHOOL DISTRICT FISCAL YEAR 2021 GENERAL FUND BUDGET AT \$7,911,346 (OR 10.52% INCREASE) AS PER DRAFT #2: 3 AYES, 0 NAYS, 0 ABSTENTIONS.**
- Kindergartner Samuel entered the meeting and greeted the TSC. He wanted to be Prin. Custer when he grew up.

#### IV. Principal's Report

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

The School was looking forward the Dr. David Stephens visioning forums for the building project. Later in the winter/spring, the designer and engineers would schedule smaller meetings with staff on more technical pragmatic matters.

##### B. Maintenance: Facility Inspections (See documents on file.)

- Tisbury Building Commissioner Ross Seavey completed inspections on December 27, 2019 and issued a Certificate of Inspection, now prominently posted as required.
- Principal John Custer and Ms. Houghton met with Mr. Mettells, Town Administrator Jay Grande and MVRHS Facilities Director Mike Taus on setting up a maintenance/inspection plan. Inspections were best carried out in December when it was clear how the occupied building functioned. Prin. Custer commended Fire Chief John Schilling for his regular inspections.

##### C. Personnel

###### 1. Notice of Retirement

The TSC moaned with regret on hearing that Ms. Barbara Armstrong was retiring, commending her amazing hard work, and stable presence in the front office as well as her generous networking with other MVPS.

- **ON A MOTION DULY MADE BY MS. PACKER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY (BUT WITH HUGE BEYOND WORDS SADNESS AND EXCITEMENT FOR HER) ACKNOWLEDGED THE RETIREMENT OF MS. BARBARA ARMSTRONG AS OF SEPTEMBER 30, 2020; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

##### D. Correspondence (See documents on file.)

Prin. Custer sent letters to many entities thanking them for their support and cooperation during the recent split school situation. So many community organizations and individuals who stepped up to help the Tisbury School that he would also write a letter to be published in the press.

- PTO,
- TSC/TSBC 2019 (Michael Watts)
- school staff,
- Field Fund,
- Tisbury Public Parks,

- It was suggested that the School apply regularly for CPC funds.

A. Fund Balances (See documents on file.)

## VI. School Building Committee (TSBC) Report

- ## VII. Faculty Report

• Chair Amy Houghton acknowledged with congratulations and gratitude MVPS Business Administrator Amy Tierney's move to be Edgartown Accountant as of February 17, 2020. The TSC thanked her for her patience and work in drafting various budget drafts and were consoled by the fact that she remained a Tisbury resident. Ms. Tierney thanked them and assured them her advice was only a phone call away.

• ON A MOTION DULY MADE BY MS. PACKER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 9:54AM. continued >

### **Appendix A: Meetings/Events:**

- **Visioning Public Forums – Wednesday, January 22, 2020**  
**10:00AM-12:00N – EMS Bldg, 1:00-2:00PM students only, 6:00-8:00PM – Sr. Center**
- **MVRHSC - 5:00PM, Monday, February 3, 2020 – MVRHS LCR**
- **TSBC– 5:00PM, Monday, February 10, 2020 - TBD**
- **TSC – 8:30AM, Tuesday, February 11, 2020 at the Tisbury School**
- **Special/ Annual Town Meeting – 7:00PM, Tuesday, March 31, 2020**

### **Appendix B: Actions**

Prin. Custer/Ms. Houghton – send written communication to Selectmen on delayed invoices including a list—if available.

Supt. D’Andrea – research oil tank cleaning/inspections:

- State requirements on frequency,
- rough cost (and economies of scale re: all MVPS).

Prin. Custer – contact FinCom Chair Mary Ellen Larsen re: FY21 Budget.

Prin. Custer if necessary contact Mr. Watts re: Bd. of Health inspection.

Ms. Mullin – contact the Sunset Lake Oak Bluffs citizen network (Horsely Whitten?)

### **Appendix C: Documents on File:**

- Agenda 1/14/20
- Houghton/TSC letter re: FY21 Tisbury School Budget 12/13/19
- Tisbury School FY’21 Budget Analysis Draft #2 12/10/19
- Tisbury School Events
- Commonwealth of Massachusetts City/Town of New and Renewal Certificate of Inspection – Tisbury School 12/27/19
- Armstrong notice of retirement 1/7/20
- Custer/Tisbury School letter to MVRHSC Chair Kimberly Kirk 12/30/19
- Custer/Tisbury School letter to MVRHS Prin. Sarah Dingley 12/30/19
- Custer/Tisbury School letter to Fire Chief John Schilling 12/30/19
- Fund Balance Explanations
- Tisbury School Fund Balances Fiscal Year 2019-2020 1/13/20
- Tisbury School Budget for 2019/2020 Draft #5C January 14, 2020 (7 p.)
- Tiger Tales December 2019 (5 p.)
- Tiger Tales January 2020 (5 p.)
- D’Andrea letter re: Tisbury School update 12/17/19
- D’Andrea letter re: Tisbury School update 1/3/20
- Tisbury School Fund Balances Fiscal Year 2019-2020 1/13/20
- Tisbury School – Expenditure Report Fiscal Year 2019-2020 (8 p.) 1/13/20

Minutes respectfully submitted by Office On Call/Marni Lipke.

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Marni Lipke – Recorder

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Date

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Amy Houghton – TSC Chair  
Minutes approved 2/11/20

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Date