

**MARTHA'S VINEYARD REGIONAL HIGH SCHOOL COMMITTEE**  
**Martha's Vineyard Regional High School**  
**Monday, December 6, 2021 at 5:00 PM**

**In Person Meeting for Committee Members - Culinary Arts Dining Room**  
**Zoom Link for Participants**

Present: Chair – Amy Houghton, Vice Chair – Kelly McCracken, Kathryn Shertzer\*, Roxanne Ackerman\*, Michael Watts  
*By Zoom:* Kimberly Kirk\*, Robert Lionette\*, Skipper Manter, Kris O'Brien

Staff: Principal – Sara Dingley, Assistant Principal – Jeremy Light, Coordinator of Pathways and Special Projects – Samuel Hart, Administrator of Special Education – Heather Rogers-Rodrigues, Athletic Director – Mark McCarthy, Finance Director – Suzanne Cioffi, IT Director – Rick Mello, Research Specialist – Kim Garrison, Student Intervention Coordinator – Sheryl Taylor Thompson

Supt.'s Office: Superintendent – Matthew D'Andrea, Asst. Superintendent – Richie Smith, School Business Administrator – Mark Friedman, Director of Student Support Services – Hope MacLeod

Others: CPA/Managing Principal – Chris Rogers, Recorder – Teresa Kruszewski

Towns/County: Chilmark – Vicki Jamieson Divol, Oak Bluffs – Maura McGroarty, West Tisbury – Clark Rattet

Press: MVTV, MV Times – Lucas Thors, Vineyard Gazette – Louisa Hufstader  
*\*Late arrivals or early departures of MVRHSC members (see \* in text)*

**Call to Order**

The meeting of the Martha's Vineyard Regional High School Committee (MVRHSC) was called to order at 5:03 PM by Chair Amy Houghton. Board Members and Administrators were thanked for being in person. Zoom was monitored for questions and technical issues; the meeting structure would continue to be hybrid going forward; all votes would be taken by roll call. Public participation was encouraged, and asked to use the Zoom 'hand raise' feature to be recognized.

The meeting was recorded; video cameras were asked to be turned off except for MVRHSC members or Administrators or when actively participating; attendees were asked to identify themselves with first and last names; the chat feature was turned off.

*(Recorder's Note: Discussions are summarized and grouped for clarity and brevity).*

**Welcome - Chair**

(Agenda Item #I)

Chair Houghton thanked everyone for their hard work through a long and difficult budget season.

**Student Report - Julia Sayre**

(Agenda Item #II)

Tabled.

*\*Kimberly Kirk joined at 5:13 PM*

*\*Roxanne Ackerman joined at 5:35 PM*

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**FY20 Auditors Report - Chris Rogers**

(Agenda Item #III)

Chris Rogers reviewed the results of the 2020 MVRHSD Audit:

1. Terms of Engagement
2. Executive Summary
  - a. Unmodified opinion (pgs. 1-2) issued on the financial statements.
    - i. *Best Opinion Available*
  - b. No findings reported in the Government Auditing Standards (GAO) report on internal control and compliance.
  - c. Qualified opinion on major federal program (SPED Cluster).
    - i. *2 Findings reported (compliance and IC)*
  - d. 5 Management Letter Comments
3. Financial Highlights
  - a. Governmental Activities
  - b. General Fund
  - c. Note 10 – Other Postemployment Benefits (OPEB) (p. 36-39)
4. Uniform Guidance Report
  - a. 2 Internal Control Findings
    - i. 2020-001 (Material Weakness)
      1. Procurement, Suspension, and Debarment
    - ii. 2020-002 (Significant Deficiency)
      1. Procurement, Suspension, and Debarment
  - b. 1 Compliance Finding
    - i. 2020-001
    - ii. Questioned Costs - \$34,950
5. Management Letter
  - a. 5 Comments
    - i. Information Technology (IT) (Repeat)
    - ii. Procurement Policy (Repeat)
    - iii. Dormant Funds (New)
    - iv. Fiduciary Activities (Informational)
    - v. Lease Accounting and Financial Reporting (Informational)

*(Please see documents on file for full details: III. MVRHS signed final report and Financial Statement 2020, III. MVRHS Governance Signed final report 2020, III. MVRHS GAO signed final report 2020, III. Mgt Ltr (Electronic) Signed final report 2020 (1))*

**Discussion**

- ❖ Members asked how many times the repeat findings in the Management Letter had occurred; Mr. Rogers thought it was two times but would confirm for the Committee.
- ❖ Rick Mello said things were delayed due to the transition within the IT department. He said many steps were underway including upgrading servers and network firmware, decommissioning old servers, laptop encryption, heat and moisture monitoring. The proposed

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budget and warrant articles specific to the IT department would finance everything; Chair Houghton invited Mr. Mello to another meeting to share a more detailed presentation.

- ❖ Mark Friedman said this audit period represented the timeframe when everyone was going remote due to COVID 19; big changes were made including moving much to a cloud based system. As a result, password protections and protocols became much better.
- ❖ Superintendent Matthew D'Andrea thanked Mr. Mello and Mr. Friedman for all the progress that had been made, knowing there was still more ahead. He commended Mr. Mello on his level of expertise and how he was moving IT forward.
- ❖ Concerns were expressed over the large OPEB obligation and how it would be achieved; it was unclear for many how this investment and payout structure worked.

*KELLY MCCRACKEN MOVED TO ACCEPT THE JUNE 30, 2020 MVRHSD AUDIT AS PRESENTED; MICHAEL WATTS SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE, MR. MANTER—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE & MR. WATTS—AYE.*

*\*Kathryn Shertzer joined at 5:40 PM*

*\*Robert Lionette joined at 6:15 PM*

### **Executive Session**

(Agenda Item #IV)

*- MGL Chapter 30A, Section 21 Meeting of Public Body in Executive Session to discuss the following purpose(s): To conduct strategy sessions in preparation of negotiations with non union personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. Roll Call Vote.*

Chair Houghton said the discussion would be specific to the Bus Drivers Agreement. Skipper Manter challenged the Executive Session, stating it would be best to discuss this topic in public. Superintendent D'Andrea said the negotiations were not complete; the Committee would discuss strategy in this session and then have an open discussion. The Agreement would not move forward without a MVRHSC vote.

*KELLY MCCRACKEN MOVED TO GO INTO EXECUTIVE SESSION AT 5:44 PM, TO RETURN TO OPEN SESSION UNDER MASSACHUSETTS GENERAL LAW CHAPTER 30A, SECTION 21 MEETING OF PUBLIC BODY IN EXECUTIVE SESSION TO DISCUSS THE FOLLOWING PURPOSE(S): TO CONDUCT STRATEGY SESSIONS IN PREPARATION OF NEGOTIATIONS WITH NON UNION PERSONNEL OR TO CONDUCT COLLECTIVE BARGAINING SESSIONS OR CONTRACT NEGOTIATIONS WITH NONUNION PERSONNEL; AND TO INVITE SUPERINTENDENT MATTHEW D'ANDREA, ASST. SUPERINTENDENT RICHIE SMITH, SCHOOL BUSINESS ADMINISTRATOR MARK*

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*FRIEDMAN AND RECORDER TERESA KRUSZEWSKI TO BE PRESENT THROUGHOUT; MICHAEL WATTS SECONDED; MOTION PASSED: 7 AYES, 1 NAYS, 0 ABSTENTIONS. MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE, MS. SHERTZER—AYE & MR. WATTS—AYE. MR. MANTER—NAY.*

*SKIPPER MANTER MOVED TO RETURN TO REGULAR SESSION AT 6:38 PM; KELLY MCCRACKEN SECONDED; MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE, MR. LIONETTE—AYE, MR. MANTER—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE, MS. SHERTZER—AYE & MR. WATTS—AYE.*

Chair Houghton said through discussion, there was still some confusion in the language of the Bus Drivers Agreement; the Committee looked forward to getting this completed and voted on quickly.

**Public Comment**

(Agenda Item #V)

Welcoming everyone to the Public Meeting, Chair Houghton clarified the Committee was in support of the initiative for a Diversity, Equity and Inclusion (DEI) Position; Asst. Superintendent Richie Smith underscored that the Committee was nothing but supportive of this program. A consultant now would ensure the correct infrastructure for this role would be set; to make sure it was deliberate and sustainable. Asst. Superintendent Smith said he didn’t want one person to come in and shoulder the total program with no other staff support.

Public comments included:

*-Consultant means pushing it down the road; Infrastructure was just a word, delay tactic.*

**Budget**

(Agenda Item #VI)

Skipper Manter, Chair of the Budget Sub-Committee, said there were many delays in getting information and was not in a position to make any recommendations; bringing what was discussed to the full Committee seemed appropriate. Suzanne Cioffi reviewed the high lights:

<i>Instructional:</i>	<i>FY22 \$7,519,910.37</i>	<i>FY23 \$7,738,491.37</i>
<i>Undistributed Text:</i>	<i>FY22 \$34,500.00</i>	<i>FY23 \$40,759.00</i>
<i>Undistributed Supplies:</i>	<i>FY22 \$189,952.50</i>	<i>FY23 \$218,445.38</i>
<i>IT Computer:</i>	<i>FY22 \$58,813.00</i>	<i>FY23 \$78,813.00</i>
<i>Facilities/Building:</i>	<i>FY22 \$150,000.00</i>	<i>FY23 332,280.00</i>
<i>Grounds:</i>	<i>FY22 \$36,000.00</i>	<i>FY23 \$42,000.00</i>
<i>Building Equipment:</i>	<i>FY22 \$50,000.00</i>	<i>FY23 \$60,000.00</i>
<i>Transportation:</i>	<i>FY22 \$301,375.00</i>	<i>FY23 \$389,505.00</i>
<i>Net:</i>	<i>FY22 \$849,527.40</i>	<i>FY23 \$987,236.60</i>

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<i>Shared Services</i>	<i>FY22 \$660,316.73</i>	<i>FY23 \$695,635.92</i>
<i>Health Insurances:</i>	<i>Assumed a 10% increase</i>	

*(Please see documents on file for details: Transportation Sub-Committee November 4.pdf, Facilities Sub-Committee November 8.pdf, Facilities Sub-Committee November 23.pdf)*

Committee members discussed next steps to move forward with the FY23 Budget; a full Committee meeting was deemed necessary, prior to the Public Hearing, to resolve the issues. All supporting materials were requested ahead of time for review. A recommendation was made to look at *one time only* expenses that could be offset with Excess & Deficiency (E&D) funds.

**Consents: *Votes Required***

(Agenda Item #VII)

**A. Minutes:**

*KRIS O'BRIEN MOVED TO ACCEPT THE NOVEMBER 22, 2021 MVRHSC MINUTES AS PRESENTED; SKIPPER MANTER SECONDED; MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE, MR. LIONETTE—AYE, MR. MANTER—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE, MS. SHERTZER—AYE & MR. WATTS—AYE.*

**B. Grants and Donations:**

Members discussed if there should be a donation acceptance policy for vehicles; it was confirmed the auto department wanted the car and suggested not to over complicate the donation process.

*KELLY MCCRACKEN MOVED TO ACCEPT TWO DONATIONS: A 2001 CHEVY TRUCK TO THE AUTOMOTIVE CAREER TECHNICAL EDUCATION (CTE) PROGRAM AND THREE NEW WATER BOTTLE REFILL STATIONS (TOTAL COST \$2,999.58) FROM THE VINEYARD CONSERVATION SOCIETY; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE, MR. LIONETTE—AYE, MR. MANTER—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE, MS. SHERTZER—AYE & MR. WATTS—AYE.*

Mr. Lionette appreciated the funding detail presented; he would like to see in the future how the funds were being used, what revenue sources were replaced and how it impacted the budget.

*KATHRYN SHERTZER MOVED TO ACCEPT SIX GRANTS AS DETAILED:*

- 1. MV SOUND SCHOOL FOUNDATION: \$16,650.00*
- 2. 252 AMERICAN RESCUE PLAN ACT (ARP) IDEA: \$130,511.00*
- 3. 264 (ARP) EARLY CHILDHOOD: \$7,986.00*
- 4. 302 (ARP) HOMELESS YOUTH: \$7,281.00*

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5. *RURAL SCHOOL AID: \$100,133.34*

6. *DEPARTMENT ELEMENTARY AND SECONDARY EDUCATION (DESE) FEDERAL FUNDS FUND CODE 345 (CONTINUATION): \$18,678.00*

*SKIPPER MANTER SECONDED; MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE, MR. LIONETTE—AYE, MR. MANTER—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE, MS. SHERTZER—AYE & MR. WATTS—AYE.*

**C. Anticipated Second Reading of Re-entry Policy: Tabled.**

Principal Sara Dingley said the High School had a protocol in place for all School Sponsored Overnight Activities which included all extra curricular activities for students and coaches/adults. All were required to consent to testing: they are tested the week before the overnight/out-of-state trip and again upon return.

**D. Out of State and Overnight Travel:**

Mark McCarthy asked for approval for two games and an overnight stay for the Girls Hockey Team in Boston on December 11 & 12, 2021; 20 players and 2 chaperones. Principal Dingley suggested review of the ratio to be compliant with the policy, adding a third chaperone as needed.

*KRIS O'BRIEN MOVED TO APPROVE THE GIRLS HOCKEY TEAM*

*OVERNIGHT TRIP TO BOSTON, REQUIRING ANY OVERNIGHT PARTICIPANT CONSENT TO THE TESTING PROTOCOLS; KELLY MCCRACKEN SECONDED; MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS.*

*MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE, MR. LIONETTE—AYE, MR. MANTER—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE, MS. SHERTZER—AYE & MR. WATTS—AYE.*

**E. Professional Development Request:**

Sheila McHugh asked for approval to participate in A Dream Deferred™ 2022 Professional Development Conference, March 2 - 4, 2022 in Washington, D.C.

*KATHRYN SHERTZER MOVED TO APPROVE THE PROFESSIONAL DEVELOPMENT TRIP TO WASHINGTON, D.C.; MICHAEL WATTS SECONDED; MOTION PASSED*

*UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE, MR. LIONETTE—AYE, MR. MANTER—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE, MS. SHERTZER—AYE & MR. WATTS—AYE.*

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**Finance and Facilities**

(Agenda Item #VIII)

**A. Revenue and Expenditures:**

Suzanne Cioffi presented expenditures as of today; Line Item/Residential Placements continues to be closely watched - purchase order had closed. Michael Watts asked if the anticipated cost increase on materials was reflected; Ms. Cioffi said not at this time but would see a spike with athletics.

Ms. Cioffi did not see anything within Revenue to address at this time. Maura McGroarty asked if 57% for reimbursements was correct for the fiscal year; Mr. Friedman said we were where we needed to be.

**Routine Reports**

(Agenda Item #IX)

**A. Superintendent:**

**1. General update**

Superintendent D'Andrea said the vaccine bus was coming this weekend; appointments were available (book online) and open to the public. He reminded the Committee that the Negotiations Meeting was Wednesday at 6:30 PM to discuss strategy; Thursday at 6:30 PM to meet with the Union.

**B. School Committee Subcommittee Reports:**

None.

**Old Business**

(Agenda Item #X)

None.

**New Business**

(Agenda Item #XI)

None.

**Topics Not Reasonably Anticipated by the Chair/Announcements**

(Agenda Item #XII)

None.

**Adjournment**

(Agenda Item #XIII)

*KELLY MCCRACKEN MOVED TO ADJOURN THE MVRHSC MEETING AT 8:07 PM;  
KRIS O'BRIEN SECONDED; MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0  
ABSTENTIONS. MS. ACKERMAN—AYE, MS. HOUGHTON—AYE, MS. KIRK—AYE,  
MR. LIONETTE—AYE, MR. MANTER—AYE, MS. MCCRACKEN—AYE, MS. O'BRIEN—AYE,  
MS. SHERTZER—AYE & MR. WATTS—AYE.*

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**Appendix A - Meetings/Events**

MVRHSC/Joint Budget Sub-Committee Meeting – 2:30 PM, Monday, December 13, 2021 by Zoom  
MVRHS PUBLIC HEARING – 7:00 PM, Tuesday, December 14, 2021 by Zoom.  
MVRHSC – Monday, January 3, 2022 at 6:00 pm

**Appendix B - Agreed Upon Tasks**

NONE.

**Appendix C - Documents on File:**

- Agenda MVRHSSC 12.6.21.pdf
- III. Mgt Ltr (Electronic) Signed final report 2020 (1).pdf
- III. MVRHS GAO signed final report 2020.pdf
- III. MVRHS Governance Signed final report 2020.pdf
- III. MVRHS signed final report and Financial Statement 2020.pdf
- VII. A. DRAFT MVRHSC Minutes November 22, 2021 Meeting.pdf
- VII. B. MVHRS School Committee Grants Memo 12062021 2.pdf
- VII. B. VCS letter for MVRHS SC.pdf
- VII. D. Girls hockey .pdf
- VII. E. Professional development requests over \$1,000.docx
- VIII. A. Expense Report 12.06.2021.pdf
- VIII. A. Revenue Report 12.06.2021.pdf
- VIII. A. FY23 BUDGET Version 2 11.30.2021.pdf

**Respectfully submitted,**



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**Teresa Kruszewski – Recorder**

March 7, 2022

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Amy Houghton – MVRHSC Chair**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Matt D’Andrea – MVRHSD Superintendent**

\_\_\_\_\_  
**Date**

*Approved March 7, 2022*