

**UP-ISLAND REGIONAL SCHOOL COMMITTEE
OF MARTHA'S VINEYARD
6:30PM, Tuesday, February 22, 2022
By Zoom Cloud Conference**

Page 1 of 5

Present: Chair – Alex Salop, Roxanne Ackerman, Kate DeVane, Robert Lionette, Skipper Manter,

Others: Supt's Shared Services Office: Matt D'Andrea, Mark Friedman, Hope Macleod, Ruda Stone, Richie Smith,
Principals: Mary Boyd, Susan Stevens,
Staff: Rebecca Barcus-Tinus, David Crawford, Tricia Pedro, Susan Conlan,
Auditors: CLA - Chris Rogers,
Press: MV Times – Eunki Seonwoo, MVTV – Michelle Vivian
Vineyard Gazette – Louisa Hufstader,
Recorder: Marni Lipke, *Late arrivals or early departures of UIRSC members

Call to Order (Agenda Item #I)

The Up-Island Regional School Committee (UIRSC) meeting was called to order. (*Recorder's Note: This discussion has been grouped and summarized for clarity and brevity.*)

Public Comment (Agenda Item #II)

The public could participate any time the Chair called on them, however the agenda item was placed here so people wouldn't have to wait through a 3 hr. meeting before speaking.

Fiscal Year 2020 (FY20) Auditor's Report – Chris Rogers (Agenda Item #III)
(See documents on file.)

- The Auditors were engaged to advise whether UIRSD financial statements were in accordance with Generally Accepted Accounting Principals (GAAP), to report on internal controls compliance with laws, regulations, contracts and grants, and to provide a management letter.
- The UIRSD received an unmodified opinion which was the best available, with no findings, or material weaknesses.
- There were 3 sets of financial statements.
- Budget to Actuals
- General Fund by modified accrual (equivalent to cash basis) - \$99,000 was committed to the FY21 budget (contingency line), and after some assigned expenses the Excess and Deficiency (E & D) balance was \$392,000—about half the 5% limit.
- Governmental Activities (capital assets and long term liabilities) by accrual - The UIRSD net deficit was \$11,100,000 in: net capital aspect investment, and Restricted or Circuit Breaker funds, and \$12,300,000 in Other Post Employee Benefits (OPEB) and Pension liability.
- Both the Pension and OPEB liabilities were subject to volatility depending on such things as actuarial data (mortality, population, etc.) healthcare cost trends and discount rates. (The FY20 OPEB liability was \$8,600,000. The UIRSD had \$2,800,000 invested in the OPEB Trust (i.e. the debt was 24% funded). The Pension liability was \$915,000 cost shared with Dukes County at 3.2%.)
- The UIRSC noted the following OPEB Trust progress.
- The Actuarially Determined Employer Contribution (ADEC) or Annual Required Contribution (ARC) was not greater than \$846,000 which the UIRSD exceeded by over \$100,000 at \$950,000.
- As of July 1, 2021 the UIRSD OPEB Trust was 38% funded.

UP-ISLAND REGIONAL SCHOOL DISTRICT OF MARTHA'S VINEYARD
February 22, 2022

Page 2 of 5

- There were 3 comments in the Management Letter.
- Two comments were informational with minimal impacts. New accounting standards required:
 - some agency funds be reported as special revenues, and
 - operating leases be presented as assets and liabilities if they were significant.
- Information Technology (IT) security was a repeat comment of several years. Clifton Larson Allen, LLP (CLA) identified 4 components: peripheral devices, environmental controls, encryption and external vulnerability. The first three had been addressed and external vulnerability defenses were in process, so it was likely the comment would not be repeated in the FY21 management letter.
- UIRSD Technologist David Crawford, gave a brief report on IT status.
- External penetration vulnerability would have an ongoing \$8,000 annual cost for what was essentially a yearly IT security audit: testing the baseline, remediating any gaps and then testing the corrections. The UIRSC discussed possible sources of the funding. The annual charge was in addition to the 5 yr. \$20,225 increase commitment to the rotating upgrade of equipment (see 11/12/19 Minutes p.1 #III), but the lines could be modified otherwise at the UIRSC's discretion. David Crawford reminded the UIRSC that the 5 yr. commitment was voted to rectify 17 yrs. of level funding. Administration noted the fortunate timing of the upgrades in terms of Pandemic remote learning. David Crawford and Administrators would continue with the security upgrades and would report to the UIRSC if funding became a problem. The UIRSC requested an annual technology report.
- Chris Rogers and the CLA team had completed the FY21 field work and the FY21 auditors report was anticipated by mid-April. E & D increased substantially but no surprises were expected.

Approval of Minutes (Agenda Item #IV)

A. Including But Not Limited To: January 20, 2022

- ROBERT LIONETTE MOVED TO APPROVE THE JANUARY 20, 2022 MINUTES; ROXANNE ACKERMAN SECONDED; MOTION WITHDRAWN.

Principals' Report (Agenda Item #V)

A. Susan Stevens – Chilmark School (See documents on file.)

1. Chilmark School Septic System

- The School toilets all backed up at once, and only Maciel responded to the emergency. The system was pumped out and the pipes were dug up and examined in consultation with Board of Health Agent Matt Poole. All problems (unconnected pipes or pipes shifted during landscape work, etc.) were rectified, so there were now no long term concerns. The system did not need to be replaced. The UIRSC discussed costs and funding sources (for example possible use of Contingency and/or E & D), particularly given the tight Chilmark School FY22 budget (see below #VI A).
- The UIRSC thanked Head of School Susan Stevens for the student test results (starred scores received Response to Interventions support).
- There was some public feedback regarding Chilmark School use or lack thereof of library services. When the School was built the Chilmark Community Center was authorized as the School gym space and the Chilmark Public Library as the School library resource. Library issues had arisen in the past (see Minutes: 2/22/01 p.1 #VIII A, & 10/29/01 p.1, & 5/16/16 p.2, & 8/22/16 p.4 #B). After a brief discussion the UIRSC requested it be placed on the March 2022 agenda.

B. Donna Lowell-Bettencourt – West Tisbury School (WTS)

1. West Tisbury School Septic System

The WTS also had their septic system pumped because of problems with the tank itself. The issue

UP-ISLAND REGIONAL SCHOOL DISTRICT OF MARTHA'S VINEYARD

February 22, 2022

Page 3 of 5

would be addressed in the summer—possibly at significant expense. Depending on timing and scope cost might require a fall 2022 Special Town Meeting (STM) warrant.

2. West Tisbury School Clocks

A power outage and resultant surge threw the clock system 4 hrs. ahead. Thanks to David Crawford and Head Custodian Jamie Labbe the glitch was temporarily rectified. However, it highlighted the fragile status of the current 1987-8 clock/speaker system, and prioritized replacement with possibly with separate systems (as recommended). Depending on timing and systems this might be worked into budgeted maintenance—e.g. pricing was now \$250 per clock plus installation.

- The mathematical properties and frequency of the date (2/22/22) were briefly celebrated.
- Staff was doing great work supporting students, and remediating learning gaps. Administrators were looking forward to sharing WTS student data.
- Insurance would reimburse the Music Room flood damage including: flooring, drywall, painting and equipment. Administrators learned protocol from the last leak and the UIRSC commended their work.

Financial Report (Agenda Item #VI)

A. Expense and Revenue Report (See documents on file.)

- The WTS site budget was in good shape, with small variances in Instruction and Special Education (SpEd) more than offset by residuals, and overall savings covering all overages, despite some significant maintenance issues.
 - In the Technology Dept. Telephone and Supplies were tending over-budget.
 - General Maintenance was expected to more than \$25,000 in deficit due to some heating issues (above noted septic and clock costs not yet included).
 - Student Insurance had been in deficit since the fall.
- The small Chilmark site budget continued to be very tight due to about \$110,000 in overages re: additional classroom staffing (teachers, Education Support Professionals, etc. see 6/22/21 Minutes p.5 #D) and the increased Nurse's Salary (see Minutes: 5/11/20 p.3, & 9/20/21 p.3 #IV A.).
 - Martha's Vineyard Public Schools (MVPS) Business Administrator Mark Friedman and Ms. Stevens were squeezing every possible savings dollar and expected to cover the remaining \$16-17,000 with Elementary and Secondary School Relief (ESSER) III grant funds.
 - It was emphasized that the septic remediation expenses were still unknown but current plans were to take it from the Painting line. The UIRSC debated a number of points.
 - Instead of funding painting this line had been used to cover a number of other unexpected expenses in recent years.
 - Ms. Stevens delayed painting recently in consideration of exterior work for the imminent Heating/Ventilation/Air Conditioning (HVAC) project. Some painting was intended this year depending on the magnitude of the septic costs.
 - There were objections to deferring maintenance, which often incurred more expensive future problems, and it was possible that HVAC project delays would take an entire paint cycle.
 - The FY22 Contingency line balance was about \$25,000 due to the following commitments:
 - ~ \$16,000 to partially fund the new Chilmark School classroom (see 6/22/21 Minutes p.5-6 #D)
 - up to \$50,000 for the WTS Energy Feasibility study (see 12/7/21 Minutes p.2).
- The Districtwide site was also fairly tight.
 - Retiree Health Insurance was projected to be over-budget by about \$52,000 due to higher than anticipated State assessment increases. The UIRSD was not yet prepared to draw on the OPEB Trust.

UP-ISLAND REGIONAL SCHOOL DISTRICT OF MARTHA'S VINEYARD
February 22, 2022

Page 4 of 5

- Cape Cod Collaborative Representative Kate DeVane reported some Cape Cod towns were able to buy the same insurance plans at cheaper rates than from Cape Cod Municipal Health Group (CCMHG).
- Revenues were as expected, with a slight increase in Medicaid income.

B. Warrant Articles Update

- Authority to create a Special Education Stabilization Fund was submitted to Chilmark and Aquinnah (see 1/20/22 Minutes p.4 #VI B).
- A 100kw Chilmark School emergency generator (see 1/20/22 Minutes p.3 #IV A) with propane tank, installation and small contingency percentage was estimated at \$108,000. Articles were put on all 3 UIRSD Town warrants.
- The Chilmark HVAC Request for Proposal (RFP) was scheduled to close tomorrow, February 23rd. UIRSC signatures were needed for the inter-municipal agreement with Chilmark for the HVAC bond.
- The WTS Environmentally Friendly Design Committee voted that with unknown scope or analysis it was premature to ask for preliminary funding for project engineering (see 1/20/22 Minutes p.3 #B).
- The feasibility study Request for Qualifications (RFQ) was advertised and would close March 9th.

Superintendent's Report (Agenda Item #VII)

A. Finance Committee (FinCom) Meetings Update

Superintendent Matt D'Andrea, Mark Friedman and the UIRSD Administrators presented to the West Tisbury and Chilmark FinComs, and expected to get a scheduled date from the Aquinnah FinCom. Thanks went to all for the presentations.

B. Rescinding Mask Policy (See 2/17/22 AISC Minutes.)

Although all MVPS School Committees voted at the All Island School Committee (AISC) meeting the results were not uniform, some being materially different and others differing only in language. The UIRSC voted to suspend their mask policy in alignment with Town Boards of Health. This allowed some flexibility for unforeseen changes, without having to revote 3 readings of a new policy.

- There was praise for the MVPS administration's superb and seamless handling of the pandemic.
- A remaining issue was how to serve students with long-Covid or other long-term communicable diseases such as mononucleosis, whether through remote learning, tutoring, etc.

Personnel (Agenda Item #VIII)

A. Resignation (See documents on file & 6/22/21 Minutes p.2 #VII.)

- *KATE DEVANE MOVED TO ACCEPT THE RESIGNATION OF WEST TISBURY SCHOOL ENGLISH/LANGUAGE ARTS TEACHER ANNEMARIE RALPH WITH GRATITUDE FOR ALL SHE HAD DONE FOR THE STUDENTS; ROBERT LIONETTE SECONDED: MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS: ROXANNE ACKERMAN—AYE, ROBERT LIONETTE—AYE, KATE DEVANE—AYE, SKIPPER MANTER—AYE, ALEX SALOP—AYE.*

Topics Not Reasonably Anticipated by the Chair - None (Agenda Item #VII)

Meetings/Events

- MVRHSC – 5:00PM, Monday, March 7, 2022
- UIRSC – 6:30PM, Monday, March 21, 2022

UP-ISLAND REGIONAL SCHOOL DISTRICT OF MARTHA'S VINEYARD
February 22, 2022

Page 5 of 5

Adjournment

• *KATE DEVANE MOVED TO ADJOURN AT 8:03PM; ROBERT LIONETTE SECONDED; MOTION PASSED UNANIMOUSLY: 5 AYES, 0 NAYS, 0 ABSTENTIONS: ROXANNE ACKERMAN—AYE, ROBERT LIONETTE—AYE, KATE DEVANE—AYE, SKIPPER MANTER—AYE, ALEX SALOP—AYE.*

Documents on File:

- Agenda 2/22/22
- Up-Island Regional School District Financial Statements and Required Supplementary Information, Year Ended June 30, 2020, (53 p., including covers & blanks) 9/23/21 (*Distributed 10/18/21*)
- Up-Island Regional School District Management Letter June 30, 2020, (10 p., including covers & blanks) 9/23/21 (*Distributed 10/18/21*)
- Stevens/Poole emails re: Chilmark School waste line work and restoration (4 p.) 2/16/22
- Stevens email re: Fall and winter testing (2 p.) 2/22/22
- All Expenditure Report – General Fund Fiscal Year 2021-2022, (15 p.) 2/22/22
- Revenue Report – General Fund Fiscal Year 2021- 2022 2/22/22
- Warrant Articles – UIRSD FY23 Budget Process cover email
- Warrant Article Submission UIRSD SPED Stabilization Fund (Originally for spring of 2020) (2 p.)
- Warrant Article Submittal Sheet UIRSD Chilmark School Emergency Generator (2 p.)
- Warrant Article Submittal Sheet UIRSD Chilmark School Emergency Generator (2 p.)
- Ralph/Lowell-Bettencourt email re: Letter of Resignation 2/14/22

Minutes approved 3/21/22