

**Draft**  
**Tisbury School Committee**  
**in Joint Meeting with the**  
**Tisbury School Advisory Council**  
**6:04AM, Tuesday, March 15, 2022**  
**and by Zoom Conference**

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**TSC Members Present:** Chair Amy Houghton, Jen Cutrer, Michael Watts,  
**SAC Members Present:** Wiet Bacheller, Shannon Gregory Carbon\*, John Custer,  
Sean Debettencourt, Mary Gosselin, John Guadagno\*, Kelly Hayes,  
Jim Norton, Nicole Shirley, Jane Taylor\*,  
**Others:** Recorder - Marni Lipke  
**Staff:** John Custer – Principal, Melissa Ogden – Asst. Principal;  
Superintendent Matt D’Andrea,  
Mark Friedman – Business Administrator,  
Student Support Director – Hope MacLeod,  
Teachers - John Mode,  
**Town:** FinCom – Jynell Kristal, Planning Board – Ben Robinson,

The Tisbury School Committee (TSC) and the Tisbury School Advisory Council (SAC) meetings were called to order at 6:04PM with roll calls. TSC Chair Amy Houghton:  
- welcomed the SAC members,  
- hoped this would be the last virtual meeting,  
- and was looking forward to exciting work on the school project as well as other events delayed or suspended due to the pandemic.

I. Approval of Past School Committee Minutes – Not available

II. Approval of Past School Advisory Council Minutes

- ON A MOTION DULY MADE BY MR. JIM NORTON AND SECONDED BY MS. MARY GOSSELIN THE MINUTES OF THE FEBRUARY 23, 2022 TISBURY SCHOOL ADVISORY COUNCIL MEETING WERE APPROVED: 6 AYES, 0 NAYS, 1 ABSTENTION due to absence: MS. WIET BACHELLER—ABSTAIN, MR. NORTON—AYE, MS. GOSSELIN—AYE, MS. KELLY HAYES—AYE, MR. SEAN DEBETTENCOURT—AYE, PRINCIPAL JOHN CUSTER—AYE, MS. NICOLE SHIRLEY—AYE.
- Principal John Custer reported SAC had been meeting on the Fiscal Year 2023 (FY23) Budget and taking great interest in the building project as well as Covid pandemic related health/safety issues.
  - SAC parent representative elections would be held shortly for 2 vacancies—one an incumbent.
  - Ms. Houghton thanked the SAC their volunteer work that made Tisbury the best school on the Island.

III. Superintendent’s Report

A. All Island School Committee (AISC) – Nothing to report.

B. Health and Safety Update

The Island Towns and the MVPS School Committees lifted the mask mandate so masking was now optional. This welcome change was going well with a significant number of people

still masking. Testing (surveillance, rapid take-home, and symptomatic) would continue as long as possible to stem any further outbreaks. If Towns reinstated masking the Schools would follow suit, relying on their guidance.

#### D. School Choice Vote for 2022-23

At this time of year the Martha's Vineyard Public Schools (MVPS) voted whether to participate in School Choice which was beneficial for many students on the Island. In keeping with Superintendent Matt D'Andrea's recommendation:

**• ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY VOTED TO SUPPORT THE SCHOOL CHOICE OPTION FOR THE 2022-2023 SCHOOL YEAR; 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE, MR. WATTS—AYE, MS. HOUGHTON—AYE.**

#### C. Student Support Services Report (See documents on file & below: Actions.)

Collaborative for Educational Services Specialist Laura Peltier ran Professional Development (PD) on team meetings and data driven goals. March was Developmental Disability Awareness Month and the newsletter outlined how the School supported students of need across the spectrum. Tonight the Island Disability Coalition would hold a meeting on referrals and evaluations. The Island Parent Advisory Council (IPAC) would restart meetings in April.

### IV. Financial Report

#### A. Fund Balances (See documents on file & below: Actions.)

- The Manter Fund was very robust at ~ \$158,000, but was expected to be somewhat depleted by financial assistance to families for the 8<sup>th</sup> grade trip to Washington, DC—which was going forward with at least 33 out of 36 families committed. The fund had also been used for footwear and winter clothing for families in need. Prin. Custer commended the Town stewardship of the Fund. The following issues were discussed.
  - The original gift stipulated that the fund interest be spent in total each year, and should not accumulate. It might be difficult to spend such a large sum this year.
  - Staff quietly identified those in need of clothing or shoes, but names were confidential. The amount for a couple winter coats and pairs of shoes was minimal.
  - There had been no opportunity for the usual 8<sup>th</sup> Grade trip fundraising in either 2021 or 2022, although families would contribute and about \$7,000 was gifted from the Class of 2020 Student Activity account (see 10/13/20 Minutes p.3 #D).
  - Mr. Ernie Boch, Jr. occasionally contributed to field trip expenses.
- School Choice Account balance was over \$325,000, with \$100,000 committed to offset the FY23 Budget.
- State reimbursement payments brought the School lunch fund balance to ~ \$40,000.

#### B. Fiscal Year 2023 (FY23) Budget (See documents on file & below: Actions.)

- The proposed \$29,500 Information Technology (IT) increase was eliminated because of the move to the temporary school, leaving the current draft at 2.01% over FY22.
- The Finance Committee (FinCom) questioned \$225,000 Preventive Maintenance Line in view of the move to the temporary school and advised reducing the amount while keeping some for unknown issues. The TSC discussed:
  - funding needed for ancillary issues such as a covered walkway to the cafeteria in the Emergency Services Facility (ESF), drainage issues, etc.;
  - current struggles with incredible inflation on school and Town capital projects and fuel and power rates;

- other maintenance line resources in the School budget;
- the residual \$366,020 from the Article for Unforeseen Expenses (see Minutes: 2/9/21 p.4, & 6/15/21 Minutes p.2 #III A) committed to temporary school costs;
- being good stewards during hard times by lowering the assessment versus avoiding having to return to the Town for cost overruns;
- consideration of options: e.g. \$100,000 and \$75,000 reductions.
- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED THE TISBURY SCHOOL DISTRICT FISCAL YEAR 2023 GENERAL FUND BUDGET AT \$8,046,379.46 (OR 2.01% INCREASE) AS PER DRAFT # 3.0;**
- **WITH A FRIENDLY AMENDMENT TO REDUCE PREVENTIVE MAINTENANCE BY \$100,000 FOR A FISCAL YEAR 2023 GENERAL FUND BUDGET AT \$7,921,379.46 (OR 0.42% INCREASE); 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE, MR. WATTS—AYE, MS. HOUGHTON—AYE.**

C. Grant Funding – Nothing to report.

D. Student Activity Account

1. Transfers

This housekeeping measure would allow more flexibility in supporting student activity (i.e. use for a 3<sup>rd</sup> grade party for multiplication achievement).

• **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED TRANSFERS WITHIN THE STUDENT ACTIVITY FUND INTO MISCELLANEOUS/CATCHALL FROM:**

- \$295.77 INTEREST AND CHARGES,
- \$22.57 NEWSPAPER
- \$1,478.38 ALTON JONES;

**3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE, MR. WATTS—AYE, MS. HOUGHTON—AYE.**

V. Principal's Report

A. School Events (See documents on file.)

- Tomorrow Prin. Custer would help chaperone the School's first overnight trip in over 2 years to ski at Gunstock, New Hampshire—postponed from late January. Edgartown, Oak Bluffs and West Tisbury schools reported smooth trips to the same resort.
- Some 2<sup>nd</sup> grade Tisbury School students were participating in the Martha's Vineyard Regional High School (MVRHS) play Les Miserables.
- On April 12<sup>th</sup> the School gym would host its last Annual Town Meeting.

B. Personnel

1. Maternity Leave, Revised

Education Support Professional Sarah Mercaldo requested her maternity leave be revised to return following the completion of the school year on June 10, 2022.

2. Staffing Update

Prin. Custer expressed his happiness in being able to fill vacant positions and Chair Houghton welcomed the newcomers to the Tisbury School:

- Ms. Mary Vivian as the extra nurse,
- long term substitute ESP Ms. Noelle Sylvester from February 1<sup>st</sup> through March 25<sup>th</sup>,
- long term 5th grade teacher substitute Ms. Carrie Caldwell (with congratulation to Ms. Cassy Atwood on the birth of her baby);

- 1<sup>st</sup> grade ESP Ms. Penny Hagaenon; and
- long term ESP substitute Ms. Beth Buehler for Ms. Mercaldo (with congratulation to Ms. Mercaldo on the birth of her baby).

## VI. Tisbury School Building Committee (TSBC) Report

### A. Approval of Invoices

- The TSBC, TSC and Owners Project Managers (OPM) CHA Projects reviewed all invoices and recommended them for approval.
- THE TISBURY SCHOOL COMMITTEE ACKNOWLEDGED THE FOLLOWING INVOICES AS RECOMMENDED BY THE TISBURY SCHOOL BUILDING COMMITTEE;
  - 2 INVOICES FROM DAEDALUS CONSTRUCTION- \$22,000 FOR JANUARY 2022, AND \$20,000 FOR FEBRUARY 2022;
  - \$282,816 FROM TAPPÉ ARCHITECTS FOR FEBRUARY 2022 DESIGN AND MATERIAL TESTING CONSULTANT COSTS;
  - 3 INVOICES FROM PROJECT DOG: \$350, \$550, AND \$295 FOR WORK ON REQUESTS FOR PROPOSALS.

### B. Project Update

- Everyone was encouraged to spread the word and attend two important public information and input meetings (see below: Meetings/Events):
  - Tisbury Select Board (TSB)/TSBC/TSC meeting on project updates and timelines from the OPM, architect, construction manager, and
  - TSBC meeting on the exterior (administrative wing roof, gym entrance, materials, etc.).
- Fencing was being installed on the 55 West Williams St. lot and construction management trailers were delivered today.
- Over the winter break Prin. Custer graciously coordinated further existing conditions examination (window lintels, mechanical systems hookup configuration, etc.).
- Schematics, location and delivery date for the temporary school modulars were in process.
- The team was working on the logistics of the move to the temporary school, such as what would be stored, what moved to the modulars, and where to safely store the piano.
- TSBC Chair Mr. Watts and Prin. Custer praised the project professionals, noting the exceptional work, expertise, organization and experience of everyone involved. For example an environmental expert was on hand in case hazardous material was found during the existing conditions work and 18 month housing was obtained for project overseers.
- The entire OPM, Architect and Construction Manager team met weekly with Town representatives, who had been very helpful and collaborative.

### Adjournment

- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 7:08PM: 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE, MR. WATTS—AYE, MS. HOUGHTON—AYE.**
- **ON A MOTION DULY MADE BY MS. TAYLOR AND SECONDED BY MR. NORTON THE TISBURY SCHOOL ADVISORY COUNCIL MEETING UNANIMOUSLY ADJOURNED AT 7:09PM: MR. NORTON—AYE, MS. GOSSELIN—AYE, MS. TAYLOR—AYE, MS. SHANNON GREGORY CARBON—AYE, MR. GUADAGNO—AYE, PRINCIPAL CUSTER—AYE.**

**continued**

**Appendix A: Meetings/Events:**

- **TSC/TSB/TSBC– 5:30PM, Wednesday, March 16, 2022 – Zoom**
- **TSBC – 3:30PM, Monday, March 21, 2022 - Zoom**
- **MVRHSC – 5:00PM, Monday, April 4, 2022 – Zoom**
- **TSC – 3:30PM, Tuesday, April 5, 2021 – TBD**
- **STM/ ATM – 7:00PM, April 12, 2022 – Tisbury School Gym**

**Appendix B: Actions**

Ms. MacLoed – report on regular staff trainings re: 504 and IEP plans.

Prin. Custer – check Manter Fund bylaws re: annual interest spending.

Mr Watts – send letter to Treasurer Jon Snyder recommending invoices for payment.

**Appendix C: Documents on File:**

- Agenda 3/15/22
- Tisbury School Meetings & Events
- Tisbury School FY'23 Budget Analysis #3.0 Draft, March 15, 2021
- Tisbury School Budget for 2019/2020, Draft #3.0 – February 8, 2022 (Tisbury Proposed February 8, 2022
- Tisbury School Budget for 2022/2023, Version #3 – February 8, 2022 (Shared Services Revised on 12/02/2021) (6 p.)
- Tisbury School Fund Balances Fiscal Year 2021-2022 2/7/22
- Tisbury School Fund Balances Fiscal Year 2021-2022 3/11/22
- Tisbury Special Education, January - February 2022 (2 p.)
- Tisbury Special Education, February 2022 (2 p.)
- Tisbury Special Education, March 2022 (2 p.)
- Press Release – Office of Town Administrator – February 4, 2022
- Tiger Tales November 2021 (6 p.)
- Tiger Tales December 2021 (6 p.)
- Tiger Tales January 2022 (5 p.)
- Tappé Architects Invoice (4 p.) 2/9/22
- Daedalus, A CHA Company Invoice 10/27/21
- Daedalus, A CHA Company Invoice 2/1/22
- Project Dog Invoices (3 p.) 12/30/21, 2/2/22, 3/4/22

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

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Date