

Tisbury School Committee
3:30PM, Tuesday, April 5, 2022
Emergency Services Facility Training Room
and by Zoom Conference

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TSC Members Present: Chair Amy Houghton, Jen Cutrer, Michael Watts,

Others: Recorder - Marni Lipke,

CHA Projects – Aditya Modi, Michael Owen,

Staff: John Custer – Principal, Superintendent Matt D’Andrea,

Asst. Superintendent. Richie Smith, Ruda Stone

Mark Friedman – Business Administrator, Teacher – Julie Brand,

Student Support Director – Hope MacLeod,

Town: Town Administrator – Jay Grande, FinCom – Jynell Kristal,

Planning Board – Ben Robinson,

* Late Arrivals or early departures of TSC members.

The Tisbury School Committee (TSC) meeting was called to order at 3:32PM. As a hybrid (Zoom/in-person) meeting some members started on Zoom requiring roll call votes but then attended in-person allowing some regular voting.

- (*Recorder’s note: Discussions are summarized and grouped for clarity and brevity.*)

I. Approval of Past Meeting Minutes

• **ON A MOTION DULY MADE BY MS. JEN CUTRER AND SECONDED BY MR. MICHAEL WATTS THE MINUTES OF THE FOLLOWING MEETINGS WERE UNANIMOUSLY APPROVED (3 AYES, 0 NAYS, 0 ABSTENTIONS):**

- MARCH 15, 2022 AND

- MARCH 16, 2022

MR. WATTS—AYE, MS. CUTRER—AYE, MS. AMY HOUGHTON—AYE.

II. Superintendent’s Report

These would be the last Tisbury Special and Annual Town Meetings to be held in this School gym (see below: Meetings/Events). Assistant Superintendent Richie Smith and Principal John Custer would attend.

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

B. Health and Safety Update

Island Covid rates were very low. Testing (surveillance, rapid take-home, and symptomatic) would continue as long as State funding allowed.

C. Student Support Services Update (See documents on file.)

Student Support Director Hope MacLeod reported on the Individual Education Plans (IEPs) and 504 status.

• IEPs applied to individuals with disabilities that significantly impacts their educational performance and required specialized instruction services and accommodations/modifications, vision, transition planning, etc. (under the Individuals with Disabilities Act—IDA—through the Department of Education). IEPs mandated 30 days from referral date to evaluation completion and 45 days to determine eligibility.

- 504s applied to individuals with a disability that significantly impacted a major life function (building access, health, etc.) and required accommodations, modifications and occasionally services which allowed the student to access academics at the same level as their peers (under the Civil Rights Rehabilitation Act overseen by the Department of Civil Rights). A 504 had the same timeframe mandates as IEPs but was usually a faster process.
- Out of 272 current students, Tisbury School had 16 with 504s and approximately 61 with IEPs—showing a higher percentage due to economies of scale (i.e. smaller enrollment). Following the pandemic there was an increased uptick in referrals across the Commonwealth.
- In keeping with State and Federal policy the goal was for maximum inclusion, so spaces were found in and out of classrooms for small groups or individual sessions. Tisbury School did a great job of utilizing its space.
- Teacher trainings included beginning of year and periodic updates and sign-offs for IEP and 504 procedures and reporting—how Martha's Vineyard Public Schools (MVPS) supported students, referrals, child-find process, etc. and staff met with Guidance throughout the year. Other sources included, newsletters and staff meetings.
- Training was also available to parents, for example the Island Parent Advisory Council (IPAC) would meet, Thursday, April 7th to schedule Basic Rights and other trainings.
- Other than budgeting impact (and generalized staff support), school committees including the TSC had no jurisdiction over Student Support Services.
- The TSC and Ms. MacLeod exchanged thanks for the report and attention.

IV. Financial Report

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

- The roughly \$42,000 Circuit Breaker balance had to be spent on Special Education related expenses in Fiscal Year 2022 (FY22), i.e. by June 30, 2022.
- The Manter Fund balance now reflected financial assistance and expenses for the Washington, DC trip, a use that would have pleased Mr. Manter. Tisbury Financial Director Jon Snyder sent an outline of the Manter Fund status and parameters.
- \$100,000 of the ~ \$330,000 School Choice balance was committed to offset the FY23 budget.

C. Fiscal Year 2023 (FY23) Budget Presentation at Town Meeting

(See 3/15/22 Minutes p.2-3 #IV B & below: Actions.)

In a housekeeping measure to confirm the final March 15th vote:

- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY REVISITED AND RESCINDED THE TISBURY SCHOOL DISTRICT FISCAL YEAR 2023 GENERAL FUND BUDGET VOTE ON JANUARY 11, 2022; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**
- Because the final Budget was lower than the Version printed in the warrant the updated information would be sent to the Town Moderator to be read out on Annual Town Meeting (ATM) floor. The low 0.42% increase was likely to forestall any objections.

B. Grant Funding

- **ON A MOTION DULY MADE BY MR. WATTS AND SECONDED BY MS. CUTRER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY WITH GRATITUDE ACCEPTED THE \$700 GIFT FROM THE MARTHA'S VINEYARD STRIPED BASS AND BLUEFISH DERBY SANCY PACHICO YOUTH SCHOLARSHIP TO THE STUDENT ACTIVITY ACCOUNT TO BE SPENT TO HELP STUDENTS AT THE DISCRETION OF THE ADMINISTRATION AND GUIDANCE DEPARTMENT; (3 AYES, 0 NAYS, 0 ABSTENTIONS: MR. WATTS—AYE, MS. CUTRER—AYE, MS. HOUGHTON—AYE).**

V. Principal's Report

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

- The School was in the second week of MCAS testing which would continue through May 26th—returning to 2019 testing frequency.
- Principal Custer was pleased to have the gym accessible, not only for the Town Meetings but also for the remainder of the school year. However, Eighth Grade Graduation would be held at the Tabernacle—which had been so welcoming during the pandemic years.
- He reviewed the upcoming events including the May 11th All Island Band Spring Concert, and on the same day: the in-school Incoming Kindergarten Parent Night.
- Last week Island Grown Schools (IGS) Liaison Ms. Samantha Green led the After School Cooking Club in making pizzas.

B. Personnel

C. Request for Approval of One-Year-Only (OYO) Grant Funded Elementary Support Teacher

This position would be funded with Elementary and Secondary School Relief (ESSER) II and III grant funds. It was hoped the current individual would re-apply. Prin. Custer expressed the School's good luck in attracting qualified staff.

- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED A ONE-YEAR-ONLY EARLY ELEMENTARY SUPPORT TEACHER POSITION; 3 AYES, 0 NAYS, 0 ABSTENTIONS.**

VI. Tisbury School Building Committee (TSBC) Report

B. Project Update

- The 55 W. Williams St. lot was fenced and Construction Manager WT Rich had a local person on site. The team was engaged in large scale planning and permitting for the project starting with demolition and the temporary school. Tisbury Building Inspector Ross Seavey continued to be very helpful.
- The temporary school procurement process was complete with only one formal bid from Vesta. The team hoped to show staff floor plans shortly to facilitate equipment/furnishing needs, as well as planning movement within the campus to: the relocated White House for library needs, to a tent for phys ed, to bathrooms and possibly to the Emergency Services Facility (ESF) for lunch.
- On-Island storage for school furnishings was very limited and off-Island transport was prohibitively expensive.
- The team was working with Police and crossing guards on traffic and drop-off.
- The 60% drawings were complete and Owners Project Manager (OPM) CHA/Daedalus, Tappé Architects and WT Rich were reconciling separate cost estimates on a line-by-line basis.
- The TSBC chose exterior finishes for parts of the addition opting for the one with the least expensive maintenance costs—e.g. to avoid regular painting with scaffolding for upper floors. They also approved:
 - a flat roof for the administrative wing addition in order to better frame the original building,
 - a modification on the gym entrance, and
 - divided mullion windows to conform with the historical building.
- The Climate Committee was attending the Mechanical Systems Working Group for input on energy, stormwater and increased storm activity, as well as solar heat return.
- The TSBC was seeking community and Town input on the project, as well as any ideas for additional funds, grants, programs, etc.

- There was a question from the public on the lack of available information, project renderings and meeting postings. TSBC Chair Michael Watts took responsibility and apologized. The Chair and Vice Chair had just finished a Town training on posting meetings, minutes and agendas on the Town and School website.
- Updates and visuals on the project website were currently held up by a missing password.
- The TSC thanked all the members of the TSBC for their dedication and constant work: checking each invoice, attending meetings, etc.

B. Approval of Invoices – None as yet

C. Ratification of the School Building Committee's Approval of the Hiring of the Commissioning Agent and Construction Inspection and Testing Company

(See TSBC Minutes: 1/18/22 p.1-2 #6, & 2/22/22 p.2 #6.)

- A Commissioning Agent was a third party independent technological review of building systems to ensure systems operated correctly according to design criteria when the building opened. The Request For Proposal (RFP) went to 15 companies for 5 comparable responses. The low bidder CHA Commissioning Services was awarded the contract.
- Construction Inspection and Testing typically involved tests throughout construction on concrete for design, soil compactness, steel for connections and masonry. Only one qualified unit price bid was received from Briggs. Both CHA and Tappé worked with Briggs in the past and attested they were a reputable firm that knew the Island.
- There was a discussion on the appearance of conflict of interest with the CHA OPM and CHA Commissioning Services.
- The Commissioning Agent functioned independently, representing the owners, (as did the OPM) involved throughout design with oversight and recommendations on value management and then during construction verifying quality, equipment, conformance requirements and specifications. When the project was finished and operational, the Agent was very much involved in all startups, monitoring: volumes, equipment, and building management systems as specified and designed.
- CHA Companies had many divisions that functioned independently of each other, in this case CHA Commissioning Services was staffed mostly by engineers and scientists and was based in another state.
- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY CONDITIONALLY RATIFIED THE TISBURY SCHOOL BUILDING COMMITTEE VOTE TO CONTRACT FOR A COMMISSIONING AGENT WITH CHA COMMISSIONING SERVICE PENDING CONSULTATION WITH THE TOWN COUNSEL AND MS. DEBORAH ANDERSON OF ATTORNEY GENERAL OFFICE; (3 AYES, 0 NAYS, 0 ABSTENTIONS: MR. WATTS—AYE, MS. CUTRER—AYE, MS. HOUGHTON—AYE).**
- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY RATIFIED THE TISBURY SCHOOL BUILDING COMMITTEE VOTE TO CONTRACT FOR CONSTRUCTION INSPECTION AND TESTING WITH BRIGGS ENGINEERING AND TESTING COMPANY; (3 AYES, 0 NAYS, 0 ABSTENTIONS: MR. WATTS—AYE, MS. CUTRER—AYE, MS. HOUGHTON—AYE).**

Adjournment

- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MS. HOUGHTON THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ADJOURNED: 3 AYES, 0 NAYS, 0 ABSTENTIONS: MR. WATTS—AYE, MS. CUTRER—AYE, MS. HOUGHTON—AYE.**

continued

Appendix A: Meetings/Events:

- STM/ATM – 7:00PM, April 12, 2022 – Tisbury School Gym
- TSBC – 3:30PM, Monday, April 25, 2022 - TBD
- MVRHSC – 5:00PM, Monday, May 2, 2022 – Zoom
- SAC – 3:00PM, Tuesday, May 3, 2022 - TBD
- TSC – TBD Tuesday, May 10, 2022 – Hybrid – TBD
- Graduation – 5:00PM, Wednesday, June 15, 2022 – Tabernacle

Appendix B: Actions

Mr. Friedman – email exact Tisbury School FY23 bottom line to Mr. Grande, Ms. Medders and Ms. Houghton.

Mr. Watts/Prin. Custer – contact Town Counsel & Ms. Anderson re: CHA Companies possible conflict.

Appendix C: Documents on File:

- Agenda 4/5/22
- Tisbury School Meetings & Events
- Tisbury School Fund Balances Fiscal Year 2021-2022 4/5/22
- Custer/Snyder emails re: Manter Fund (2 p.) 4/4/22
- Friedman email re: Tisbury School FY23 Budget – Revision at ATM 4/5/22
- Tisbury Special Education, April 2022 (2 p.)

Minutes respectfully submitted by Office On Call/Marni Lipke.

Marni Lipke – Recorder

Date

Amy Houghton – TSC Chair

Date