

**Tisbury School Committee**  
**3:30PM, Tuesday, June 14, 2022**  
**Emergency Services Facility Training Room**  
**and by Zoom Conference**

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**TSC Members Present:** Chair Amy Houghton, Jen Cutrer, Michael Watts,  
**Staff:** John Custer – Principal, Melissa Ogden – Assoc. Principal;  
Richie Smith – Asst. Superintendent, Student Support – Hope MacLeod,  
Mark Friedman – Business Administrator, Nedine Cunningham,  
Sean DeBettencourt, Natalie Krauthamer, Nicole Shirley, Ashley Tarter,  
Jane Taylor, Anne Williamson,  
**Town:** Select Board – John Cahill, Roy Cutrer, Town Administrator – Jay Grande,  
Finance Committee – Louise Clough, Jynell Kristal,  
Climate Change - Melinda Loberg,  
**TSBC:** Chair Michael Watts, John Custer, Sean DeBettecourt, Reade Milne,  
**Others:** Elsbeth Todd, CHA/Daedalus – Michael Owen, Recorder - Marni Lipke,  
\* Late Arrivals or early departures of TSC members.

The Tisbury School Committee (TSC) meeting was called to order at 3:36PM. As a hybrid (Zoom/in-person) meeting, roll call votes were required. Chair Amy Houghton congratulated all the Martha's Vineyard Public Schools (MVPS) graduates, particularly noting Alison Custer's achievements.

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

I. Approval of Past Meeting Minutes - Tabled

II. Superintendent's Report

- Assistant Superintendent Richie Smith spoke for Superintendent Matt D'Andrea, who was unable to attend.

A. All Island School Committee (AISC) (See below: Meetings/Events.)

The June 23<sup>rd</sup> meeting would cover non-union salaries, negotiations and possible certification.

B. Student Support Services Update

- The second Island Parent Advisory Council (IPAC) meeting focused on a survey and scheduling of requested trainings.
- Staff was working on year-end tasks: completing evaluations, transitions and hiring.
- In response to various conversations, Student Support Director Hope MacLeod presented data on the rise in Tisbury School initial referrals (see documents on file). Tisbury School referrals were historically lower than MVPS averages due an emphasis on general response to and support for struggling students. Recent lower numbers and the current increase could also be attributed to the pandemic remote learning and aftermath accessibility issues which had particularly impacted Kindergarten (K) through 2<sup>nd</sup> grades. Some of the referrals were found to be ineligible, although they would receive general support/response.

C. Non-Union Salary Adjustments – Tabled

### III. Financial Report

#### A. Fund Balances (See documents on file.)

There were no areas of concern.

- The Manter Fund balance was healthy at ~ \$118,000, after ~ \$40,000 was expended on the trip to Washington, DC for 29 eighth grade students and 7 chaperones.
- State reimbursements brought the Revolving Lunch fund to ~ \$64,000.
- After accounting for the Fiscal Year 2023 (FY23) Budget commitment School Choice would be at \$240,000.

#### B. Fiscal Year 2022 (FY22) Budget Transfer Requests (See documents on file.)

This was an annual accounting action. Deficits included:

- English Language Learners (ELL) teachers and contractual obligations,
- Undistributed Supplies and Textbooks
- Copier Maintenance—needed to purchase 2 new ones,
- Computer Software and Technology Supplies,
- a small Nursing Supply overage,
- Extra Custodial Services and Supplies
- Heating Oil due to the steep price increase (with implications for FY23),
- Refuse Removal
- Facilities Upgrade to purchase dividers needed to insure privacy and confidentiality at the temporary school;
- Student Insurance rate hike.

In addition to the usual Teachers Salary Increment line, funds would be transferred from a number of miscellaneous residuals: telephone, transportation (not all field trips were used), Library, Special Education, Preventive Maintenance.

- This year transfers totaled ~ \$162,000 (see 6/15/21 Minutes p.2 #III B), a reflection the differences between budgeting and actual expenditures. The FY22 total year-end budget was expected to show about a \$140,000 residual.

- **ON A MOTION DULY MADE BY MS. JEN CUTRER AND SECONDED BY MR. MICHAEL WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED \$162,047.90 TOTAL END-OF-YEAR BUDGET TRANSFERS FROM THE DELINEATED RESIDUAL LINES TO THE DELINEATED DEFICT LINES AS LISTED; 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE MR. WATTS—AYE, MS. HOUGHTON—AYE.**

#### B. Grant Funding

This unrestricted non-competitive grant addressed enrollment fluctuations from the Covid pandemic and could be rolled over into FY23.

- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ACCEPTED \$4,234 IN MASSACHUSETTS FOUNDATION RESERVE AID: 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE, MR. WATTS—AYE, MS. HOUGHTON—AYE.**

### IV. Principal's Report

- 70 Students were invited to the July 11<sup>th</sup> to August 4<sup>th</sup> summer school (Monday through Thursday 8:30-11:30AM), however less families than usual had accepted, often because of summer housing issues.
- Faculty reported a good spring semester.

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

Principal John Custer again thanked the Tabernacle for hosting tomorrow's Graduation. Other end-of-year events included the Fun Run and Field Day.

B. Personnel (See documents on file.)

1. Leave of Absence (LOA) Request

• ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY ACKNOWLEDGED AND APPROVED A LEAVE OF ABSENCE FOR FIFTH GRADE ENGLISH/LANGUAGE ARTS AND SOCIAL STUDIES TEACHER MS. CASSANDRA ATWOOD FOR THE 2022-2023 SCHOOL YEAR: 3 AYES, 0 NAYS, 0 ABSTENTIONS MS. CUTRER—AYE MR. WATTS—AYE, MS. HOUGHTON—AYE. A one-year-only posting received a handful of applicants.

2. Resignation(s)

• ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY ACKNOWLEDGED WITH MANY THANKS FOR THEIR SERVICE, THE FOLLOWING RESIGNATIONS AS OF THE END OF THE 2021-2022 SCHOOL YEAR:  
 - FIRST GRADE TEACHER MS. AMY D'ANDREA AND  
 - KINDERGARTEN EDUCATION SUPPORT PROFESSIONAL MS. SHANNON DOWLING; 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE MR. WATTS—AYE, MS. HOUGHTON—AYE. Administration reported a good pool of qualified applicants, although there were a number of Education Support Professional (ESP) positions open.

V. Tisbury School Building Committee (TSBC) Report

A. Approval of Invoices – No action

B. Project Update (See documents on file & 5/10/22 Minutes p.3-4 #IV A.)

The Town Administrator's Report clearly outlined the significant financial implications of the national and global challenges of inflation, supply chain and labor shortages on School Building Project. Chair Amy Houghton reviewed the situation:

- cost overruns estimated after the 60% construction drawings (CD) submittal;
- choice to make value engineering (VE) reductions;
- TSBC, TSC and Tisbury Select Board (TSB) support for Option #3 to fund later or alternately fund masonry and window replacements;
- continued difficulties with accurate projections due to market, supply and labor shortages;
- plans for alternate funding and/or returning to the Town to vote additional funds.
- High utility work prices and modular lease extension resulted in the need to find an additional ~\$1,000,000+. In order to keep the current phase within the appropriated total amount voted by the Town, the Project professional team (architect, owners project manager (OPM) and construction manager (CMR)) recommended shifting the following additional items to Option #3 alternate funding or reductions. This would allow the project and current bid postings to move forward:
  - Furniture, Fixtures and Equipment,
  - modular lease,
  - CMR costs.

Any delay would incur much higher costs—due to rising interest rates for borrowing, high inflation, further modular lease extensions, etc.

- The TSC and Town officials discussed:
  - politics and implications of a Town Meeting and ballot vote on further funding;
  - strong preference for accurate numbers to present to the Town;
  - intact bidding for Option #3;
  - fiscally responsible actions in the face of a complex and constantly changing future;
  - commitment for a safe building (including all hazardous material removal) for all occupants: staff, students, family, community;
  - commitment to a net zero facility, with solar readiness, etc.;
  - VE shift from a “Cadillac” level facility to a “Suburban” style facility.
- The temporary school portion had been separated from the renovation/addition but it was found that overlapping work and costs (utilities, wastewater, site work, etc.) made this unfeasible, so the unit was wrapped back into the larger project. Minutes showed this should be stated at the next TSBC meeting for transparency and to keep everyone clearly informed.
- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED MOVING THE TISBURY SCHOOL PROJECT FORWARD WITH OPTION #3 AND ADDITIONAL UNFUNDED ALTERNATE OPTIONS AS PRESENTED AND DISCUSSED; 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE MR. WATTS—AYE, MS. HOUGHTON—AYE.**

#### Adjournment

- **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 4:34PM; 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE MR. WATTS—AYE, MS. HOUGHTON—AYE.**

#### Appendix A: Meetings/Events:

- Graduation – 5:00PM, Wednesday, June 15, 2022 – Tabernacle
- TSB – 11:00AM, Thursday, June 16, 2022 – Town Hall/Zoom
- TSBC – 3:30PM, Tuesday, June 21, 2022 – Zoom
- AISC – 5:00PM, Thursday, June 23, 2022 – MVRHS
- Last Day of School – Monday, June 27, 2022
- MVRHSC – 6:00PM, Monday, June 27, 2022 – Zoom
- MVRHSC – 6:00PM, Monday, July 11, 2022 – Zoom
- TSC – 3:30PM, Tuesday, July 12, 2022 – ESF – Zoom

#### Appendix B: Actions - None

#### Appendix C: Documents on File:

- Agenda 6/14/22
- Tisbury School Meetings & Events
- Hickey cover email re: TSC Reports 6/9/22
- Tisbury School Fund Balances Fiscal Year 2021-2022 6/9/22
- Tisbury School Site Budget Fiscal Year 2021-2022 (4 p.) 6/9/22
- Tisbury School – Expenditure Report, Fiscal Year 2021-2022 (12 p.) 6/9/22

continued

**Appendix C: Documents on File (cont.):**

- Hickey cover email re: TSC Reports (cont.) 6/14/22
- Tisbury School Fund Balances Fiscal Year 2021-2022 6/14/22
- Tisbury School – Expenditure Report, Fiscal Year 2021-2022 (12 p.) 6/13/22
- Tisbury School FY22 Year End, Requested Year-End Budget Transfers & Actual Cafeteria Transfer, June 14, 2022
- Tisbury Numbers 2021-2022 SY, School Committee – June 14<sup>th</sup>, 3:30pm
- O'Donnell – DLS memo re: Foundation Reserve Aid (2 p.) May 2022
- Custer/Cutrer emails re: The Tisbury School (2 p.) 6/16/22
- Tiger Tales June 2022 (9 p.)
- Dowling letter of resignation 6/10/22
- Custer/D'Andrea emails re: Resignation 5/26/22
- Atwood email on LOA Request 5/23/22
- Town Administrator Report (5 p.) 6/14/22
- Custer email re: March 2022 Invoice for Tisbury Elementary School (3 p.) 4/6/22
- Tappé Architects invoice 5/25/22

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

\_\_\_\_\_  
Date

Minutes approved 8/9/22