

Tisbury School Committee
4:00PM, Tuesday, March 14, 2023
Emergency Services Facility and
by Zoom Conference Remote Access

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

Others: Daedalus Projects/CHA – Michael Owen, Aditya Modi,
Tappé Architects – Chris Blessen, Toby Zaltsman,
W.T. Rich – Evan Moore,

Staff: John Custer – Principal, Melissa Ogden – Asst. Principal,
Superintendent Richie Smith,
Mark Friedman – Business Administrator,
Student Support Director – Hope MacLeod,
Meredith Goldthwait, Anne Williamson,

Press: Louisa Hufstader -Vineyard Gazette,

* Late Arrivals or early departures of TSC members.

The Tisbury School Committee (TSC) meeting was called to order at 4:05PM. Chair Amy Houghton was excited to watch the daily progress on the School Project, such as the removal of windows and the monitoring of neighborhood drainage changes. Ms. Houghton praised and supported the professional team of Owners Project Manager (OPM) Daedalus Projects/CHA Consulting, Tappé Architects and Construction Manager, W.T. Rich.

I. Approval of Past Meeting Minutes (See below: Actions.)

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

- JANUARY 10, 2023,

- FEBRUARY 14, 2023;

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

II. Superintendent's Report

C. Vote to Participate in School Choice for 2023-24 School Year

The Martha's Vineyard Public Schools (MVPS) were unique in their close proximity, allowing students and families to participate in School Choice in the best interest of the students. Sending Towns were obligated to pay tuition and receiving Towns tuitions were through Chapter 70 under School Committee control. The advertising deadline was April 1st.

- At this time of facility upheaval Tisbury sent out more students than it received, but generally the ebbs and flows balanced out over time. The TSC and Administration again praised the resilience and spirit of Tisbury School teachers and students. The policy was also a support for staff children.

• **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 2023-2024 SCHOOL YEAR;**

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

D. Personnel

• **ON A MOTION DULY MADE BY MR. WATTS AND SECONDED BY MS. CUTRER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY ACKNOWLEDGED THE RESIGNATION OF INSTRUMENTAL/BAND TEACHER KATHLEEN CADORETTE AT THE END OF THE 2022-23 SCHOOL YEAR; 3 AYES, 0 NAYS, 0 ABSTENTIONS: MR. WATTS—AYE, MS. CUTRER—AYE, MS. HOUGHTON—AYE.** The TSC wished her the best of luck on her new adventure.

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

- A brief AISC hybrid meeting would consider:
 - Maura Healey's proposed budget and its effects on spending,
 - the MVPS calendars, and
 - Islandwide enrollment projections.

AISC subcommittees were: Calendar, Personnel, Sick Pay, and Negotiations. Ms. Houghton asked about re-appointing the Personnel Subcommittee, which had met only once since hiring Superintendent Richie Smith last spring. The Superintendent's formative and summative assessment process was the next order of business.

B. Student Support Services Update

- The MVPS had already been utilizing the school discipline regulations recently mandated by the Department of Elementary and Secondary Education (DESE). Suspension or expulsion should not be imposed before alternatives (mediation, conflict resolution, restorative justice, collaborative problem solving, etc.) were exhausted.
- The Martha's Vineyard Community Services (MVCS) calendar included events for kids with disabilities and transition support for those graduating from the Martha's Vineyard Regional High School (MVRHS). Other events included Parent Resources Night, and a great Professional Development (PD) opportunity for 60 MVPS Special Education staff with Collaborative for Educational Services specialist Laura Peltier (see 3/15/22 Minutes p.2 #C).
- Student Support Director Hope MacLeod was excited to announce that Think Kids, would run a 3-day private training and subsequent coaching sessions as part of a 2 year program. She acknowledged the many people across Island that made it happen. Because it was a private program Ms. MacLeod could invite other organizations: Boys & Girls Club, YMCA, MVCS, Charter School, etc.

IV. Financial Report (See 1/10/23 Minutes p.2-3 #III B.)

This housekeeping formality recognized a small reduction (\$3,696.77) in Superintendent's Shared Services Office Health insurance line.

• **ON A MOTION DULY MADE BY MR. WATTS AND SECONDED BY MS. CUTRER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY RESCINDED ITS JANUARY 10, 2023 VOTE ON THE TISBURY SCHOOL DISTRICT FISCAL YEAR 2024 GENERAL FUND BUDGET VERSION #2.1: 3 AYES, 0 NAYS, 0 ABSTENTIONS: MR. WATTS—AYE, MS. CUTRER—AYE, MS. HOUGHTON—AYE.**

• ON A MOTION DULY MADE BY MR. WATTS AND SECONDED BY MS. CUTRER THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED THE TISBURY SCHOOL DISTRICT FISCAL YEAR 2024 GENERAL FUND BUDGET AT \$8,310,919.72 (\$389,540.26 OR 4.92% INCREASE) AS PER VERSION #2.2: 3 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE, MR. WATTS—AYE, MS. HOUGHTON—AYE. The majority of the increase was contractual with some reductions to lessen the burden while recognizing and supporting staff.

A. Fund Balances (See documents on file.)

The funds were in good shape.

B. Grants – Nothing to report.

C. School Choice Funds to Offset Fiscal Year 2023 (FY23) Budget

Town Accountant Suzanne Kennedy asked for a formal request to transfer the School Choice funds to the Fiscal Year 2023 (FY23 budget (see 2/14/23 Minutes p. 2 #III A.)

V. Tisbury School Building Committee (TSBC) Report

B. Project Update (See documents on file.)

• The staff toured the Project site and the Tisbury Select Board (TSB) would tour it next week. It was very powerful to actually see both the Project progress and the unknowns and surprises in 1929 construction methods.

- Town and School representatives continued to attend the Professional Team weekly meetings coordinating and oversee the Project. The reports with explanations for the lay person, were posted on the Project website for public information.

• Tappé Architects continued to work through the administration of a major construction project (see below: Actions).

• CHA/Daedalus reported the budget was tracking well with 18% expended. They continued to monitor W.T. Rich both the construction contingencies and allowances. W.T. Rich diligence added \$1,121,000 in buy-out savings for a total contingency of \$2,495,000 with only \$13,000 spent—although next month's unseen conditions report was likely to change the spending. Chair Houghton recognized W.T. Rich emphasis on Project quality as well as savings, and thanked the Team for putting both students and Town first.

- Allowances constituted scopes of work with assigned pools of money that might have to be addressed with more or less spending—current total \$784,800. Any unspent allowance funds would be returned to the Town. Contingencies addressed conditions that were unanticipated in the formalized Guaranteed Maximum Price (GMP), for example the 1929 building sub-floor condition. (See below: Actions.)

• CHA/Daedalus drafted a chart of the 2023 timeline and process for interior finishes decisions; Tappé gathering of submissions, review by the TSBC (see below: Actions), order of large samples and creation of graphics, submission to TSC (mid-June), release to W.T. Rich (end of July), start purchase/installation (September). The TSC thanked CHA/Daedalus for this very helpful information.

• W.T. Rich reviewed the current construction status.

- Hazardous material removal was completed, except for the ongoing window removal (see 10/11/22 Minutes p.3).

- Drilling for the new gym wing was completed and work was progressing on supportive excavation for additional piles with wood soldier lagging. The subsequent delivery and mobilization for concrete towards the end of March was a big milestone.
- Demolition of the 2nd and 3rd floors was complete and work was proceeding on interior structural modifications to reinforce existing joists and trusses to conform with current code in preparation for the structural steel contractors first days in the 1929 and 1995 sections—starting from the top down.
- Demolition continued on the 1st floor including removing the boiler room slab.
- Site work included completion of the Stormwater infiltration systems #1 and #2 which were now being tied together. The existing generator would be stored on the West Williams Street lot and trench digging for power lines had started.
- Upcoming Federal grants for furniture and fixtures had a short application deadline.
- After a suspension due to unspent grant funds, Tisbury could re-apply for a Green Communities grant to be put towards the School solar and/or energy conservation. This was a perfect time in the Project timeline for such support and the TSC suggested contacting Ms. Margaret Song of Cape Light Compact/Rise Engineering and President Richard Andre of Vineyard Power (see below: Actions).

B. Approval of Project Invoices (See documents on file & below: Actions.)

The invoices were vetted by CHA/Daedalus and Tappé.

- CHA/Daedalus and Tappé billed the usual monthly progressive billing structure.
 - W.T. Rich billed the percentage completion.
 - This was the final GovConnection bill for network installation for both the temporary and finished schools (total cost in the \$80,000+ range).
 - Griggs Engineering provided 3rd party testing services, (e.g. secant concrete) to insure quality assurance met regulations. This meant the Town would know measures pressures/strengths of concrete used to support the building.
 - The final Carroll's Trucking bill for the temporary kitchen move was also included.
 - **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY (3 AYES, 0 NAYS, 0 ABSTENTIONS) APPROVED AND RECOMMENDED THE FOLLOWING FEBRUARY 1 THROUGH 28, 2023 INVOICES TOTALING \$2,466,833.10 TO BE SENT TO TOWN HALL FOR APPROVAL AND PAYMENT:**
 - CHA INVOICE FOR \$35,00.00,
 - W.T. RICH INVOICE FOR \$2,353,250.00,
 - TAPPÉ ARCHITECTS INVOICE FOR \$48,125.00,
 - GOVCONNECTION INVOICE FOR \$26,750.00
 - BRIGGS ENGINEERING INVOICE FOR \$3,368.10
 - CARROLL'S MVRT INVOICE FOR \$340.00
- MS. CUTRER—AYE, MR. WATTS—AYE, MS. HOUGHTON—AYE.**

Adjournment

- **MEETING ABRUPTLY ADJOURNED DUE TO TECHNICAL DIFFICULTIES.**

Appendix A: Meetings/Events:

- AISC – 6:30PM, Wednesday, March 15, 2023 – MVRHS/Zoom

continued

Appendix A: Meetings/Events (cont.):

- TSC – TBD, 4:00PM, Tuesday, April 11, 2023 – ESF/Zoom
- TSB Warrant Sign-Off – March 29, 2023
- STM/ATM –Tuesday, April 25, 2023 – MVRHS PAC

Appendix B: Actions

- Prin. Custer/Ms. Houghton – print, sign, deliver invoices to Town Hall.
- Prin. Custer – send School logo to Tappé Architects.
- Mr. Owen – footnote Allowance & Contingency definition.
- Mr. Owen/Mr. Modi/Mr. Blessen/Mr. Watts – submit finishes to staff after TSBC.
- Mr. Blessen – send construction documents to Margaret Song of Cape Light Compact.
- Supt. Smith/Mr. Owen – [send Ms. Lipke the 2/24/23 TSC Minutes draft.](#)

April Agenda:

- Minutes: 2/13/23, 3/14/23 (confirm 1/10/23 date mistake)
- Time Capsule Contents

Appendix C: Documents on File

- Agenda 3/14/23
- Tisbury School Fund Balances Fiscal Year: 2022-2023 3/9/23
- Tisbury Student Support Services Update (2 p.) February 2023
- Custer/Friedman cover email re: FY24 Budget – Shared Services Decrease \$3,969
- Tisbury School FY’24 Budget Analysis, 2.3 Draft March 14, 2023
- Tisbury School Budget for 2023/2024, Version #2.3 – March 14, 2023 (5 p.)
- Tisbury School, School Committee Meeting March 13, 2023 (13 p.)
- Tisbury School Addition and Renovations Project Invoices, For Period: February 01, 2023 – February 28, 2023
- Tiger Tales March 2023 (7 p.)
- Chat Messages
 - Louisa Hufstader – Vineyard Gazette Senior Writer 19:15 – sounds good thanks
 - iPhone 44:46 – Thank you. Will Share

Minutes respectfully submitted by Office On Call/Marni Lipke.

Marni Lipke – Recorder

Date

Amy Houghton – TSC Chair

Date

Minutes approved 4/11/23