

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
Wednesday, January 17, 2018, 8:30 AM
Oak Bluffs School Conference Room

Present: Chair - Lisa Reagan, Kris O'Brien, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell,
Superintendent's Office –Matt D'Andrea,
Recorder - Marni Lipke *Late arrivals
or early departures

The Oak Bluffs School Committee (OBSC) meeting was called to order at 8:39AM.

Spotlight on Learning (Agenda Item #1)

There was a moment of silence for OBS alumna and Martha's Vineyard Regional High School (MVRHS) student Jake Baird who was killed in a car crash. The OBS community rose to the occasion with extraordinary support, (his sister was in the School) including evaluations, counseling, staff meeting acknowledgement and memorial service contributions. As a reading specialist, Principal Megan Farrell taught him daily.

Minutes: Approval of Minutes of December 19, 2017 (Agenda Item #2)

• KRIS O'BRIEN MOVED TO ACCEPT THE DECEMBER 19, 2017 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Public Comment – None (Agenda Item #3)

Superintendent's Report (Agenda Item #4)

• **Enrollment Projections** (See documents on file.)

- Prin. Farrell stated for the record that between Academic Year 2013/14 (AY13-14) and AY15/16 there was a 5.8% growth differential in the middle school necessitating an additional teacher and raising the OBS Fiscal Year 2019 (FY19) Budget 3.89%. She urged the education community to support the likely Town override. Six more students enrolled this week for a total building occupancy of 431 (including Project Headway).
- The New England School Development Council (NESDEC) projected enrollment would rise again next year and then start to decrease by ~ 12% in 10 years. During the same period the MVRHS would increase sharply.
- Supt. Matt D'Andrea was requesting further information from NESDEC on comparable actuals versus projections to consider data accuracy.
- The base data (births, building permits, etc.) showed births were consistently higher than kindergarten enrollment five years later. Previous studies showed fairly good accuracy for five years, but decreasing precision from five to 10 years.
- Ancillary information showed two students in private schools and two being home schooled. 37 students choiced out of district (including to the Charter School) while 41 choiced in.

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- Prin. Farrell confirmed that next year would graduate a small eighth grade and that kindergarten enrollment was already high—36-39 students with about 10 on Individual Education Plans (IEPs).

Financial Report

(Agenda Item #3)

Lines had been transferred for better tracking and Prin. Farrell was satisfied with the current financial status.

- **Fund Balance Report** (See documents on file.)
- **Expenditure Report** (See documents on file.)

• The slight negative in Advisor Salaries reflected the highly successful after school programs. In response to student demand, Administration was finding ways to continue activities in the spring semester. The OBSC was urged to visit the: Leggo, Robotics & Coding, and Yu-Gi-Oh Clubs. The OBSC considered the valuable programs to be excellent return on a small investment and asked for total participation numbers.

• Undistributed Conferences/Workshops would continue in deficit (see 5/16/17 p. 2 #4). Two staff would attend the Massachusetts Computer Using Educators (MassCUE) training “Lead Like a Pirate” to foster a team of lead teachers. Staff would also attend “Google Palooza” for practice in Google classroom and coding. Expenses were being monitored to keep them within bounds of a transfer from the Teacher’s Increment line.

• The Special Education (SpEd) Education Support Professional (ESP) Line showed an unanticipated one-on-one need.

• A-1 Cleaners was hired to cover greater than usual Custodian health issues. Prin. Farrell was hoping to coordinate with the Highway Dept. on Town facility night cleaning and shoveling, as well as a possible facilities manager with high-level technical skills. She was also hoping to coordinate on Heating/Ventilation/Air Conditioning (HVAC) systems for more Island-wide service and efficiency.

• Administrators were closely watching Federal grants like Title One; for example the Rural Education Achievement Program (REAP) (\$31,000) would be reduced and then terminated.

- **Revolving School Lunch Fund** (See documents on file.)

The State reimbursement was again delayed but if counted would put the fund in the black. The School was serving a lot of breakfasts and lunch prices increased by 25¢ at the beginning of year. Cafeteria staff was hosting a Brazilian night, asking for recipes and reaching out to vendors. OBS was at 51% Free & Reduced (the highest on the Island) but if students didn’t buy lunch the School would not get the needed support. The socio-economic performance gap continued to be difficult to remediate, despite early literacy and math programs.

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• **School Choice** (See documents on file.)

There was a healthy balance (\$145,000) plus anticipated revenue – but this did not reflect the \$49,500 withdrawal for the new door locks and security.

Principal's Report (Agenda Item #6)

• **Capital Improvement Plan**

Prin. Farrell met with Town Administrator Bob Whritenour on the preliminary bond estimate for the roof/ HVAC project (\$5.2 million with a 10% differential). The \$450,000 engineering design would be an Annual Town Meeting article, along with the above-mentioned override. The OBSC thank Prin. Farrell for her hard work and briefly reviewed the uncertain history of the OBS HVAC system.

• **Facilities Status**

- Door lock and camera security with a more advanced control system was in progress.
- Aging rugs (11 from 1996 school construction) were being replaced with tile on a rotating basis (at ~ \$100,000). Although the OBSC and Administration were stewards of the School facility the Town was responsible for capital improvements and planning.

• **BOTVIN Update**

This Health and Wellness curriculum pilot was very successfully implemented in grades five through eight. Counselor Erika Mulvey was working with each grade in 10 week cycles. The OBSC asked about plans to expand the program to Kindergarten through fourth grades.

Personnel (Agenda Item #7)

• **Retirement**

Second Grade ESP and OBS Drama Director Shelagh Hackett handed in her letter of retirement. The OBSC expressed dismay and regret and sent her their love and best wishes.

Old /New Business – None (Agenda Item #9)

Correspondence – None (Agenda Item #10)

Executive Session – Not needed (Agenda Item #12)

The next OBSC meeting will be 8:30AM, Tuesday, February 20, 2018 at the Oak Bluffs School Conference Room.

Adjourn

KRIS O'BRIEN MOVED TO ADJOURN AT 9:29AM; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

continued >

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Documents on file:

Agenda 1/17/18

Fund Balances: Fiscal Year 2017-2018 1/16/18

General Fund Expenditure Report 2017-2018 – OB Site (3 p.) 1/16/18

School Choice FY18 Report

Revolving Lunch Report OBS FY18

Massachusetts Elementary & Secondary Education Payment Details 04-221 Oak
Bluffs School Committee 1/16/18

- Enrollment Projections Martha's Vineyard Public Schools Oak Bluffs School
(8 p. not counting blanks) 12/5/17

Minutes approved 2/20/18.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
Tuesday, February 20, 2018, 8:30AM
Oak Bluffs School Conference Room

Present: Acting Chair Kris O'Brien, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell, Denitsa Alton,
Superintendent's Office – Matt D'Andrea, Richie Smith, Amy Tierney,
Nancy Dugan,
Recorder - Marni Lipke *Late arrivals or early departures

The Oak Bluffs School Committee (OBSC) meeting was called to order at 8:36AM. The OBSC observed a moment of silence for the students, staff and families suffering from the school shooting in Southern Florida.

- Thanks went to the Cafeteria team for providing delicious breakfasts.

Spotlight on Learning (Agenda Item #1)

As it was vacation week the Spotlight was tabled. Kathryn Shertzer requested a Spotlight on Robotics.

Minutes: Approval of Minutes of January 22, 2018 (Agenda Item #2)

• KRIS O'BRIEN MOVED TO ACCEPT THE JANUARY 22, 2018 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 2 AYES, 0 NAYS, 0 ABSTENTIONS.

Public Comment – None (Agenda Item #3)

Superintendent's Report (Agenda Item #1)

Synergy would return to the Island in March to work on emergency response. Parents were kept informed. The OBSC discussed police presence in the School.

• **Legislative Bulletin** (See documents on file.)

The Governor's proposed budget recommendation included a \$186,000,000 Chapter 70 increase. Massachusetts Association of School Committees (MASC) was lobbying to increase under-funded Circuit Breaker, Charter School reimbursement and Regional Transportation.

Financial Report (Agenda Item #4)

• **Fund Balance Report**

Circuit Breaker showed a healthy balance but Principal Megan Farrell was anticipating a big 2018-19 kindergarten with a significant special needs population. The Fund was currently covering an Education Support Professional (ESP).

• **School Choice Report** (See documents on file.)

The School Choice balance did not reflect the \$49,000 for cameras and doors. The new FOB system was in place and the School secure. The system could be updated to Voice Over IP with connections to emergency services.

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• **Expenditures Report** (See documents on file.)

- Substitutes (Subs) lines (particularly kindergarten subs) were anticipated to continue in deficit considering this year's flu season as well as the contractual changes—overage to be covered from the Teacher's Increment residual.
- ESP Longevity deficit was due to payments to a retiree.
- Advisor Salaries reflected the successful after school programs and clubs, which should resume after the February break followed by spring sports.
- Continuing Professional Development (PD)/Conferences and Workshops expenditure would include the Math team attendance at the Association of Supervision of Curriculum Development conference in Boston.
- Computer lease/purchase was paid off. Prin. Farrell anticipated a large lease to replace the 6 year old Chromebooks in the Technology lab. The next batch was 4 years old. The goal was to reduce all leases and refurbish the computer lab next year.
- The ESP Salary line reflected a new one-on-one hire.
- A1 Cleaners was hired during a long absence, drawing down the Custodial Subs line.
- Principal Farrell looked forward to warmer weather when she could turn off the heat.

• **Revolving School Lunch Fund** (See documents on file.)

Office staff phone calls reduced family debt from ~ \$6,000 to ~ \$3,000 and next month aggressive reminders would continue. In addition \$14,000 in State reimbursement was deposited but not yet entered, leaving the Fund in the black!

The Brazilian Festival and High School recipe workshop for staff and families was a big success. Students continued to vote on menus. All Free and Reduced students were encouraged to take lunch and breakfast—which further aided school finances.

Old /New Business (Agenda Item #8)

Later in the meeting, Business Administrator Amy Tierney reported that the Cape Cod Municipal Health Group (CCMHG) set Fiscal Year 2019 (FY19) health insurance rates at 6% (down from the estimated 12%) and dental insurance at 0% (down from 3%), thus reducing the Supt. Shared Services budget.

• *KRIS O'BRIEN MOVED TO RE-APPROVE THE OAK BLUFFS SCHOOL DISTRICT FISCAL YEAR 2019 BUDGET DRAFT #3 AT \$8,061,820.26 OR 3.72% INCREASE; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 2 AYES, 0 NAYS, 0 ABSTENTIONS.*

Principal's Report (Agenda Item #6)

• **Facilities Status - Floor Resurfacing Donation**

• *KRIS O'BRIEN MOVED TO ACCEPT WITH GRATITUDE \$4,000 IN DONATIONS FOR THE GYM FLOOR FROM THE FOLLOWING MARTHA'S VINEYARD BUSINESSES AND ORGANIZATIONS: OUR MARKET, MARK CLEMENS, LOOK OUT TAVERN, OCEAN VIEW RESTAURANT AND OAK BLUFFS POLICE ASSOCIATION; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 2 AYES, 0 NAYS, 0 ABSTENTIONS.*

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Later in the meeting, there was a discussion on the Schools 23 year old rugs (see 4/25/18 Minutes p.3) which were being replaced with tile on a rotating basis with 11 classrooms left to go (about \$70,000-\$100,000). Prin. Farrell planned to replace half this year and half next year. The OBSC considered the expenditure a capital expense and noted Town payment to replace the OB Library rug.

• BOTVIN Update

Guidance Counselor Erika Mulvey was doing well with fifth through eighth grade BOTVIN Health and Wellness curriculum, and lower grade Guidance was given the schedule for kindergarten through fourth grade. There would be an assessment report next month.

• Capital Improvement Plan

Prin. Farrell, along with the architects and engineers, would present the roof and heating/ventilation/air-conditioning (HVAC) project to the Finance Committee on Thursday, February 22nd.

Timing issues with Community Preservation (CPC) recreation fields renovation funding (July 1, 2018 pending Town Meeting approval) made for a tight work schedule.

Personnel

(Agenda Item #7)

• Retirement

• KRIS O'BRIEN MOVED TO OFFICIALLY ACCEPT SECOND GRADE EDUCATION SUPPORT PROFESSIONAL AND DRAMA COACH SHELAGH HACKETT'S LETTER OF RETIREMENT WITH GREAT GRATITUDE FOR HER SERVICE BOTH IN AND OUTSIDE THE CLASSROOM; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 2 AYES, 0 NAYS, 0 ABSTENTIONS.

• Superintendent's Evaluation

The All Island School Committee (AISC) Personnel Subcommittee agreed that Supt. Matt D'Andrea would chose Professional Practice and Student Learning goals, and that the process would run January to January. In line with the Massachusetts Association of School Committees (MASC) trainings, this year's evaluation would include District chosen goals coordinated with each School Improvement Plan (SIP) and Supt. D'Andrea's Strategic Plan. The OBSC discussed proposals for four standards with further suggestions to be emailed:

- Standard 1 - Instructional Leadership - 1C Assessment - in the interest of more diverse formal and informal student evaluations in addition to MCAS.
- Standard 2 – Management & Operations – A3 Environment - to emphasize healthy student choices in regards to substances, safety and wellness; and D1 - Policies/Laws in terms of the current work with Lesbian/Gay/Bisexual/Queer (LGBQ) policy, the Safe Schools Resolution, etc.
- Standard 3 – A2 Family & Community Engagement – Kris O'Brien was interested in enlisting the community in public/partnerships on building maintenance.

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- Standard 4 - Professional Culture - D1 - Continuous Learning of Staff – to tie into the Standard 1C assessment goal.
- The OBS SIP supported goals around:
 - social emotional learning to follow through on the MedStar survey/analysis and the BOTVIN curriculum, and
 - on the Instructional Leadership goal to continue the writing initiative.
- Prin. Farrell expressed pride in the OBS SIP/Strategic Plan and reported there would be a meeting next month to assess progress and direction.

Correspondence (See documents on file.) (Agenda Item #10)

Miller LaCrosse requested use of the OBS Playing Fields this summer. Although, the programs went well last year, the School and grounds would be undergoing significant disruption due to the 2018 playing fields renovation and the 2019 roof/HVAC replacement; consequently Prin. Farrell was expecting to close the entire campus to all including staff and students.

- The OBSC thanked Prin. Farrell for her hard work on a very tight budget including building maintenance and security.

Executive Session – Not needed (Agenda Item #12)

The next OBSC meeting will be 8:30AM, Tuesday, March 20, 2018 at the Oak Bluffs School Conference Room.

Adjourn

KRIS O'BRIEN MOVED TO ADJOURN AT 9:41AM; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Documents on file:

- Agenda 2/20/18
- Fund Balances: Fiscal Year 2017-2018 2/20/18
- General Fund Expenditure Report 2017-2018 – OB Site (3 p.) 2/16/18
- Revolving Lunch Report OBS FY18
- School Choice FY18 Report Miller Lacrosse (6 p.) 1/24/18
- OBS FY'19 Budget Analysis Draft #3 2/20/18
 - OBS Employee List for 2018/2019 Proposed Budgeting Purposes (3 p.) 2/19/18
 - OBS 2018-2019 Proposed General Fund Budget Draft #2 (6 p.) 2/19/18
- Legislative Bulletin re: Governor's FY2019 Budget Recommendations, H.2 (2 p.) 1/25/18
- Oak Bluffs School Strategic Plan 2017-2020 (42 p.)
- Reagan email re: OBSC 2/20 Letter (2 p.) 2/20/18

Minutes approved 3/30/18.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD

Friday, March 30, 2018, 8:30AM

Oak Bluffs School Conference Room

Present: Chair: Lisa Reagan, Kris O'Brien, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell, Denitsa Alton,
Superintendent's Office – Matt D'Andrea, Richie Smith, Amy Tierney,
Nancy Dugan,
Recorder - Marni Lipke

*Late arrivals
or early departures

Spotlight on Learning

(Agenda Item #1)

The Oak Bluffs School Committee (OBSC) attended the School Community Assembly and saw a demonstration of a student yoga book, a musical group, and heard shout-outs for exceptional students, staff and community members.

- The meeting was called to order at 9:07AM.

Minutes: Approval of Minutes of February 20, 2018

(Agenda Item #1)

• KRIS O'BRIEN MOVED TO APPROVE THE FEBRUARY 20, 2018 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED: 2 AYES, 0 NAYS, 1 ABSTENTION—LISA REAGAN due to absence.

- The OBSC would contact the Finance Committee (FinCom) about a School representative.

Superintendent's Report

(Agenda Item #4)

• School Choice Vote

• KRIS O'BRIEN MOVED TO CONTINUE PARTICIPATING AS A SCHOOL OF CHOICE FOR THE COMING SCHOOL YEAR; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

• MedStar Update

The team visit on community resources, originally postponed by weather, was rescheduled for April 24-26, 2018, with an All Island School Committee (AISC) interview at 2:00PM, Tuesday, April 24, 2018 at the Martha's Vineyard Regional High School (MVRHS) Library Conference Room. The Team would also talk to Martha's Vineyard Hospital (MVH), Law enforcement, Martha's Vineyard Community Services (MVCS), Wampanoag Tribe, National Association of the Advancement of Colored Peoples (NAACP), parents, students, etc. Supt. Matt D'Andrea hoped to have the final report at the end of May.

Public Comment - None

(Agenda Item #2)

Financial Report

(Agenda Item #3)

Fund Balance Report

(See documents on file.)

- Circuit Breaker had a healthy balance, that Prin. Megan Farrell anticipated spending

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next year to cover projected high kindergarten (K) Special Education (SpEd) needs.

- The School Choice balance did not reflect the bills noted below.

- **Expenditures Report** (See documents on file.)

- There was an \$80,000 residual in the Teachers' Increment line.
- Conferences and Workshops deficit was projected at ~ \$7,000 to cover Math and English/Language Arts Professional Development (PD). New systems such as Fontas & Pinnell (see 10/17/17 Minutes p.4 #6), and Massachusetts Tiered System of Support (MTSS) (replacing Response to intervention (RTI)) were starting to take hold among staff after some push-back. The OBSC thanked Prin. Farrell for her focus on PD.
- Chromebooks were needed this fiscal year and a \$7,000 leasing line item would be added to the FY20 OBS Budget to allow for rotating replacements of outdated computers, and to reach the individual student device goal. There were currently about 300 computers/devices in the OBS.
 - A gushing rainstorm highlighted the failed roof with four more significant leaks including one that damaged 3-4 computers in the Tech Lab. As the Insurance deductible was \$10,000 the OBS would have to replace them without reimbursement. Wayne Roofing was booked for 6-9 months so an Island firm was hired to tape and glue the roofs, pending replacement in July 2019. There was a brief discussion on materials, cost and roofers versus, repairmen. Although it needed a new roof, the OBS building had great bones.
 - At this time other deficits were minor.

- **Transfer Funds**

- *KRIS OBRIEN MOVED TO AUTHORIZE THE TRANSFER OF \$16,974.91 FROM THE TEACHERS INCREMENT AND STUDENT ACCIDENT INSURANCE LINES TO UNDISTRIBUTED CONFERENCES & WORKSHOPS, COMPUTER SUPPLIES, LIBRARY BOOKS, AND HEALTH SUPPLIES LINES AS PROPOSED; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

- **Revolving School Lunch Fund** (See documents on file.)

The fund was the healthiest it's been in Prin. Farrell's experience, about \$12,000 in the black, with less family and no staff debt. Breakfast was more popular than ever before. 52% of OBS students were on Free & Reduced status. Thanks went to the front office women, the Rotary Club and Father Nagel for their generosity in providing snacks and to the staff for paying off their arrears.

- **School Choice Report** (See documents on file.)

The door contractor was correcting some glitches—so the bill would be slightly more than estimated. Administration projected School Choice end-of-year balance at \$19,600.

Personnel

(Agenda Item #7)

- OBS retiree Sheila Hackett would be celebrated at the Martha's Vineyard Public Schools (MVPS) May 9th retirement party.

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- Lisa Reagan would replace Kate DeVane as the MVPS representative to the Cape Cod Collaborative.
- Towards the end of the meeting:
 - Chair Lisa Reagan expressed appreciation for Kathryn Shertzer stepping in to replace Michael Hoyt, familiarizing herself with all three committees (OBSC, MVRHSC, and AISC) and being a fastidious, action orientated, informed, dedicated member:
 - Thanks also went to Denitsa Alton for her professionalism, climate, culture, and dedication beyond the call of duty.

- **Superintendent's Evaluation**

The evaluation would take place at the AISC. The OBSC thanked Supt. D'Andrea for his flexibility, dedication, and his choice of goals that dovetailed with priority issues.

Correspondence (See documents on file.) (Agenda Item #10)

There were three applications for School Use this summer:

- repeats from last year: Battle of the Bluffs Basketball clinic rain date and MV United Youth Soccer from 4:00-6:30PM, March 26-June 1 (see 3/21/17 Minutes p.3 #10);
 - Cape Cod Municipal Health Group for Health Challenge which had to be checked for any timing conflicts; and
 - Innovation Camp two-week non-profit (see 6/20/17 p.4 #8), a Science/Technology/Engineering/Art/Math (STEAM) program, currently using the OBS space, teachers and first offer to OBS students, but accessible to all.
- *KRIS O'BRIEN MOVED TO APPROVE USE OF THE OAK BLUFFS SCHOOL AS PROPOSED, BY:*
- *BATTLE OF THE BLUFFS RAIN DATE;*
 - *MV UNITED SOCCER IN SPRING 2018;*
 - *CAPE COD MUNICIPAL HEALTH CHALLENGE CONDITIONAL TO THE PRINCIPAL'S APPROVAL; AND*
 - *INNOVATION EDUCATION;*
- KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

In light of school construction projects, (new roof, playing field renovation, etc.) Prin. Farrell was cautious about granting school use and expected to shut the entire campus for the summer of 2019.

Principal's Report (Agenda Item #6)

- **Facilities Status** (See above #3.)
 - **BOTVIN Update**
- Both guidance counselors were implementing the program K through eighth grade.

The next OBSC meeting will be 8:30AM, **Tuesday, May 15, 2018** at the Oak Bluffs School Conference Room.

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Executive Session (Agenda Item #12)

KRIS O'BRIEN MOVED TO GO INTO EXECUTIVE SESSION AT 9:48AM, NOT TO RETURN TO OPEN SESSION, UNDER MASSACHUSETTS GENERAL LAW CHAPTER 30A SECTION 21 (a) (4) – TO DISCUSS THE DEPLOYMENT OF OR REGARDING SECURITY PERSONNEL OR DEVICES; AND TO INVITE SUPERINTENDENT MATT D'ANDREA, PRINCIPAL MEGAN FARRELL, ADMINISTRATIVE SUPPORT PROFESSIONAL DENITSA ALTON, AND RECORDER MARNI LIPKE TO BE PRESENT THROUGHOUT; KATHRYN SHERTZER SECONDED; MOTION PASSED: 3 AYES, 0 NAY, 0 ABSTENTIONS; LISA REAGAN—AYE, KRIS O'BRIEN—AYE, KATHRYN SHERTZER—AYE.

Adjourn

LISA REAGAN MOVED TO ADJOURN AT 10:16AM; KRIS O'BRIEN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS: LISA REAGAN—AYE, KRIS O'BRIEN—AYE, KATHRYN SHERTZER—AYE.

Documents on file:

Agenda 3/30/18

Fund Balances: Fiscal Year 2017-2018 3/29/18

General Fund Expenditure Report 2017-2018 – OB Site (3 p.) 3/29/18

Revolving Lunch Report OBS FY18

School Choice FY18 Report

OBS School Committee Meeting March 30, 2018, FY17 Budget Transfers to be Voted

Application for Use of the Oak Bluffs School – MV United (2 p.) 3/26/18

Application for Use of the Oak Bluffs School – Innovation Education (2 p.) 3/20/18

Application for Use of the Oak Bluffs School – Battle of the Bluffs (2 p.) 3/28/18

Minutes approved as amended 5/15/18.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
Tuesday, May 15, 2018, 8:30AM
Oak Bluffs School Conference Room

Present: Chair: Lisa Reagan, Kris O'Brien, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell, Denitsa Alton,
Superintendent's Office – Matt D'Andrea, Richie Smith*, Nancy Dugan,
Student Spotlight - Donna Hopson, Divanne sanders. Marina Pisoni,
Aria Vickers, Micon
Recorder - Marni Lipke

*Late arrivals
or early departures

The Oak Bluffs School Committee (OBSC) meeting was called to order at 8:36AM. Chair Lisa Reagan congratulated new member Kathryn Shertzer for her amazing campaign as a successful write-in candidate.

Spotlight on Learning – Donna Hopson (Agenda Item #1)

Four diverse eighth graders read and talked about their favorite poems on growing gardens, leaving friends and making new ones, a mother's wisdom of life, and wild nature. The OBSC was very impressed and commended Ms. Hopson and the students for their moving and insightful comments. Lisa Reagan reported on the lasting influence of poetry on her children's lives.

Minutes read & approved (Agenda Item #2)

• *LISA REAGAN MOVED TO ACCEPT THE MARCH 30, 2018 MINUTES AS AMENDED; KRIS O'BRIEN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Public Comment - None (Agenda Item #3)

Lisa Reagan greatly enjoyed her meeting with the Cape Cod Collaborative as the new Martha's Vineyard Public Schools (MVPS) representative. The Massachusetts Maritime Academy still had seventh-eighth grade vacancies in its Advanced Student Leadership Program—which members commended as pivotal experiences in their children's lives.

Superintendent's Report (Agenda Item #4)

• **Legislative Bulletin**

The Bulletin reported the proposed distribution of this year's State surplus: with components to Chapter 70, Circuit Breaker, Regional Transportation, Charter School reimbursement— with a salute to the Massachusetts Association of School Committees (MASC) successful advocacy. The bill still had to pass the State Senate.

• **Policy for First Reading/Revise** (See documents on file.)

• Martha's Vineyard Public Schools (MVPS) school nurses updated the Immunization and AED policies to comply with current law and practices. OBS Nurse Lana Schaeffer could be asked to the next meeting to answer any questions.

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1. Immunization Policy

Immunizations were tracked at registration except for medical or religious exemptions.

• *KRIS O'BRIEN MOVED THE FIRST READING OF THE REVISED IMMUNIZATION POLICY; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

2. Automated External Defibrillator (AED)

Compliance remained a constant struggle because the law continued to shift, so it was agreed that policy would be simplified to state: adherence to the law and up-to-date training. The OBS had one AED located outside the gym. Physical Education teachers and the nurse were trained in its use. The OBSC asked Principal Farrell to work with the Fire/Ambulance Chief John Rose on acquiring another unit for the School Office.

3. Anti-Bias & Anti-Discrimination

• Asst. Supt. Richie Smith had been immersed in the revision across the Island. He learned a great deal from parent advocates, We Stand Together and Department of Elementary and Secondary Education (DESE) expert Jeff Perrotti—with legal advice from MVPS Counsel Paige Tobin. The policy highlighted Lesbian/Gay/Bisexual/Transgender/Queer (LGBTQ) (i.e. non-conforming gender) as a vulnerable minority that was difficult to understand. It referred to DESE guidelines, some mandated and some not. The MVPS recognized a student's gender as whatever they identified; the real change was in training and awareness. The Anti-Bullying Policy would also be revised.

• *LISA REGAN MOVED THE FIRST READING OF THE
- REVISED AUTOMATED EXTERNAL DEFIBRILLATOR POLICY; AND
- REVISED ANTI-BIAS ANTI-DISCRIMINATION POLICY
KRIS O'BRIEN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Financial Report

(Agenda Item #5)

Town Accountant Deborah Potter commended Administrative Assistant Denitsa Alton for her meticulous work.

Fund Balance Report (See documents on file.)

Principal Megan Farrell was conserving \$73,000 in Circuit Breaker funds in anticipation of next year's projected high special needs kindergarten (K) enrollment. She did expect to spend some of the funds on much needed updating of Special Education staff iPads.

Expenditure Report (See documents on file.)

• Substitute line deficits were expected to grow as was usual at this time of year.
• Advisor Salaries reflected the excellent new after school programs and clubs, which had improved OBS enrichment at minimal expenditure (see Minutes: 3/21/17 p.4, 10/17/17 p.4 & 1/17/18 p.2). Prin. Farrell expected to continue the programs.
• The Conferences & Workshops deficit was covered by the OBSC transfer vote (see 3/30/18 Minutes p.2).

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- The Copier Maintenance deficit would double by the end of the year and Telephones would also remain in overage.

- **Revolving School Lunch Fund** (See documents on file.)

The fund was ~ \$13,000 in the black despite high family debt—hopefully modified with summer work opportunities. The OBSC discussed menus (chocolate milk Fridays) and thanked the cafeteria staff for the OBSC breakfasts.

- The OBS would hold a second outreach event on Brazilian food options. English Language Learners (ELL) were About 28% of OBS enrollment.

- The School received substantial reimbursement when 'Free and Reduced' students bought lunches.

- The Revolving Lunch Fund included 1.5 Full Time Equivalents (FTE) cafeteria staff with another 2.5 FTE in the Operating Budget.

- **School Choice** (See below: p. 5 #10.)

Principal's Report

(Agenda Item #6)

- **BOTVIN Update**

The program was doing well and was slowly expanding into K through fourth grades.

- **Recreational Area Update**

The School was voted \$250,000 in Community Preservation Committee (CPC) funds for tennis and basketball courts renovation, and The Field Fund was generously donating substantial resources for the fields. The most essential aspect of the project was establishing an organizational structure.

- Prin. Farrell owned the project. Under her was the OBS Owner's Project Manager (OPM) Doug Best. Under Mr. Best was Field Fund representative Clark Miller and under Mr. Miller was Parent Teacher Organization (PTO) hired consultant Kris Horiuchi. The Field Fund was welcome at project meetings as an advisor and essential part of the project but did not own the project despite generous donations.

- Prin. Farrell and her team determined field use. The grounds were owned by the OBS for use for educational purposes, and were offered to others according to availability and Administration discretion.

- The Planning Board was being consulted because the footprint would change slightly in order to accommodate a regulation size multiuse-soccer field. The baseball diamond would be eliminated and some trees removed. Remediation would include tree plantings and a garden in different locations.

- The Board of Health was being consulted on an irrigation well to reduce OBS water costs (last year's bill was \$21,000 for a \$10,000 line item). If the investigative phase was successful the Field Fund would pay for the well installation (\$15-30,000).

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- Work had been put out to bid on the State Register for a target start date of June 22, 2018 and a completion date by the first day of school in September.
- The Field Fund was paying for: surveys and soil analysis, well installation if approved, irrigation installation, removal of some trees, soil amendment as needed, and: planting, growth and maintenance of two fields including extra mowing, aeration, over-seeding and irrigation oversight.
- Administration had approached elder housing for a future possibility of Phase 3, a path with exercise equipment and benches linking the School, Woodside Village and Tradewinds Airfield and Dog Park.
- *LISA REAGAN MOVED TO ACCEPT WITH UTMOST GRATITUDE UP TO \$10,000 FROM THE FIELD FUND FOR THE NEW SURVEY OF THE OAK BLUFFS SCHOOL CAMPUS INCLUDING SOIL ANALYSIS; KRIS O'BRIEN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*
- *KRIS O'BRIEN MOVED TO ACCEPT WITH IMMENSE GRATITUDE THE \$10,000 IN KIND GIFT FROM THE PARENT TEACHER ORGANIZATION TO HIRE LANDSCAPE CONSULTANT KRIS HORIUCHI; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*
- The OBSC requested they be notified of all monetary gifts to the OBS.

The meeting recessed briefly from 9:38 to 9:42AM

• **Roof Update**

Annual Town Meeting voted the funds to design the new roof (\$375,000). The complex project approval and funding process was described including specific Request For Proposal (RFP) parameters, professional estimates, State bid listings, a November 2018 Special Town Meeting and summer 2019 construction—closing the entire campus. Prin. Farrell was forcefully promoting collaboration with the Town Hall project to take advantage of economies of scale in materials. She also requested the same OPM as a move towards a Town facilities manager with knowledge of both buildings—offering to share salary costs with the Town.

- The current roof was being continually repaired including the gym roof area.

• **Summer Planning Grant**

The OBS was awarded a competitive DESE High Quality Curriculum grant for service learning curriculum planning. The curriculum was a project-based multi-disciplinary approach addressing student apathy by solving real world problems merging with the OBS philosophy and Science/Technology/Art/Math (STEAM) programs. Students would choose a problem they wanted to solve and teachers and community volunteers would work in tandem teaching writing, math, social and other components. The grant would pay up to 12 people \$800 each to work on curriculum planning

- *LISA REAGAN MOVED TO ACCEPT WITH GRATITUDE THE \$10,800 DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION SERVICE LEARNING GRANT; KRIS O'BRIEN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

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• Middle School Configuration

The Middle School schedule was changed now that there were three sections in each grade and a new Math teacher. Grades five and six would remain as is, but grades seven and eight would move to a two-day 90 minute time-on-learning schedule:

- day one – Math, Science and Social Studies,
- day two - service learning, Spanish, English/Language Arts, & specials.
- The OBSC commended Prin. Farrell for her impressive work with both the Service Learning and the middle school re-configuration, and discussed OBS impact on student lives. The increasing speed of socio-economic and technical changes signaled that it was impossible to predict what jobs would be available to current students, so the educational priority was to teach students flexibility, collaboration and social empathy.

Personnel

(Agenda Item #9)

• Superintendent's Evaluation

The evaluation schedule now followed the calendar year instead of the school year.

Old /New Business

(Agenda Item #8)

- IT WAS THE CONSENSUS OF THE OAK BLUFFS SCHOOL COMMITTEE TO RETAIN THE CURRENT CHAIR AND MARTHA'S VINEYARD REGIONAL HIGH SCHOOL REPRESENTATIVES.
- Graduation was at 6:00PM, Tuesday, June 12, 2018

Correspondence: School Use Requests - None

(Agenda Item #9)

Executive Session

(Agenda Item #10)

- KRIS O'BRIEN MOVED TO GO INTO EXECUTIVE SESSION AT 10:07AM TO RETURN TO OPEN SESSION, UNDER MASSACHUSETTS GENERAL LAW CHAPTER 30A SECTION 21 (a) (4) – TO DISCUSS THE DEPLOYMENT OF OR REGARDING SECURITY PERSONNEL OR DEVICES; AND TO INVITE SUPERINTENDENT MATT D'ANDREA, PRINCIPAL MEGAN FARRELL, ADMINISTRATIVE SUPPORT PROFESSIONAL DENITSA ALTON, AND RECORDER MARNI LIPKE TO BE PRESENT THROUGHOUT; KATHRYN SHERTZER SECONDED; MOTION PASSED: 3 AYES, 0 NAY, 0 ABSTENTIONS; KRIS O'BRIEN—AYE, LISA REAGAN—AYE, KATHRYN SHERTZER—AYE.
- KRIS O'BRIEN MOVED TO RETURN TO REGULAR SESSION AT 10:21AM; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS: KRIS O'BRIEN—AYE, LISA REAGAN—AYE, KATHRYN SHERTZER—AYE.

The next OBSC meeting will be **9:00AM**, Tuesday, June 19, 2018 at the Oak Bluffs School Conference Room.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
May 15, 2018

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Adjourn

KRIS O'BRIEN MOVED TO ADJOURN AT 10:25AM; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Documents on file:

Agenda 5/15/18

Fund Balances: Fiscal Year 2017-2018 5/14/18

General Fund Expenditure Report 2017-2018 – OB Site (3 p.) 5/14/18

Revolving Lunch Report OBS FY18

Legislative Bulletin re: The House Ways and Means Budget Recommendations
4/11/18

Martha's Vineyard Public Schools (Chilmark Elementary School, Edgartown Elementary School, Oak Bluffs Elementary School, Tisbury Elementary School, West Tisbury Elementary School, Martha's Vineyard Regional High School, Anti-Bias and Anti-Discrimination Policy (5 p.) 11/7/05

Martha's Vineyard Public Schools Automated External Defibrillators (AED) Policy
(10 p.) 6/7/04

Martha's Vineyard Public Schools Immunization Policy (4/1/13)

Oak Bluffs School Site Plan (5 p.) 4/24/18

Doyle/Thomson/Slavin Field Fund letter re: Support for the Oak Bluffs School
Recreational Area Upgrade (4 p.) 4/10/18

Minutes approved 6/19/18.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
Tuesday, June 19, 2018, 8:30AM
Oak Bluffs School Conference Room

Present: Chair: Lisa Reagan, Kris O'Brien, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell, Denitsa Alton,
Superintendent's Office – Matt D'Andrea, Richie Smith, Amy Tierney,
Nancy Dugan,
Spotlight: Ms. Beth Glynn and 6 Second Grade Students
We Stand Together - Joy Robinson Lynch, Felicity Russell, Alan Strahler,
Kristi Strahler,
Recorder - Marni Lipke

*Late arrivals
or early departures

The Oak Bluffs School Committee (OBSC) meeting was called to order at 8:36AM.

Spotlight on Learning (Agenda Item #1)

Second Grade teacher Beth Glynn and six of her students presented their collages and the poems that they wrote about them. The OBSC members thanked the students for this favorite part of the meeting and wished them a happy Field Day.

Minutes: Approval of Minutes of May 15, 2018 (Agenda Item #2)

• KRIS O'BRIEN MOVED TO ACCEPT THE MAY 15, 2018 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Public Comment - None (Agenda Item #2)

Superintendent's Report (Agenda Item #3)

• **Policy for Second Reading/Revise** (See 5/15/18 Minutes p.1-2 #4.)

The OBSC discussed and expressed appreciation for:

- last year's exceptional training by Department of Elementary and Secondary Education (DESE) consultant Jeff Perrotti;
 - We Stand Together (WST) and Asst. Supt. Richie Smith partnership and hard work;
 - and the flexible and living document Anti-Bias/Anti-Discrimination policy.
- Joy Robinson Lynch requested OBSC support for implementing the policy.

1. Immunization Policy

2. Automated External Defibrillator (AED)

3. Anti-Bias & Anti-Discrimination

• KRIS O'BRIEN MOVED THE SECOND READING OF THE:
- REVISED AUTOMATED EXTERNAL DEFIBRILLATOR POLICY, AND
- REVISED IMMUNIZATION POLICY,
- REVISED ANTI-BIAS ANTI-DISCRIMINATION POLICY;
KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
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• **Management and Non-Union Salary Adjustments** (See documents on file.)

The Fiscal Year 2019 (FY19) recommendations were for 2.25% increases and fell within the budgeted pool. Most of these contracts were in their second year. Supt. Matt D'Andrea found this to be one of the most difficult parts of his job.

• *KRIS O'BRIEN MOVED TO ACCEPT THE FISCAL YEAR 2019 SALARIES FOR MANAGEMENT AND NON-UNION PERSONNEL AS PRESENTED; LISA REAGAN AND KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Financial Report

(Agenda Item #5)

• **Fund Balance Report** (See documents on file.)

Funds were healthy at the end of the year, allowing for planned uses:

- Circuit Breaker for next year's incoming students (see 5/15/18 Minutes p.2 #5);
- School Choice for technology work this summer;
- Student Activities with balances after this year's field trips.

• **Expenditure Report** (See documents on file.)

The Line items were reviewed as noted at previous meetings for end-of-year transfers from residuals (Teachers Salary Increments) to negatives: Substitutes, Cultural Programs (drum workshop), Conferences & Workshops, Computer Supplies, Instructional Supplies (a one-year subscription of I-Ready Math), etc.

• The General Maintenance deficit reflected the Finance Committee Reserve Fund transfer for boiler repair (see Minutes: 9/19/17 p.3 & 10/17/17 p. 2 #6). The OBSC and Prin. Farrell especially thanked the Town and Capital Improvement Program for their support in differentiating between OBS budgeted maintenance and Town funded capital improvements (roof replacement, boiler replacement, etc.).

• The \$7,000 Technology line, although a start, would be insufficient to cover projected needs such as replacing the 6-7 yr. old units in the Computer Lab. Prin. Farrell loved the new Wifi system that allowed three grades of simultaneous testing without incident.

• *KRIS O'BRIEN MOVED TO AUTHORIZE \$64,250 IN END OF FISCAL YEAR 2018 TRANSFERS AS NECESSARY; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

• **Revolving School Lunch Fund** (See documents on file.)

The Fund would close the year in the black! Staff was working to collect debt—reasonable sums from a number of families, since the larger single-family debts were resolved through donors and support. It was nonetheless necessary to cover whatever debt might remain on June 30, 2018.

• *KRIS O'BRIEN MOVED TO AUTHORIZE THE TRANSFER OF UP TO \$3,141 FROM THE GENERAL FUND TO COVER FAMILY LUNCH DEBT AS NECESSARY; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

• **School Choice Report** (See documents on file.)

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
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Principal's Report

(Agenda Item #6)

• **BOTVIN Update**

This year saw the successful implementation of the BOTVIN curriculum particularly in the Middle School. There would be Guidance Department changes next year (see below: Personnel).

Personnel

(Agenda Item #7)

- *KRIS O'BRIEN MOVED TO ACKNOWLEDGE WITH BEST WISHES THE;*
- *RESIGNATION OF GUIDANCE COUNSELOR ERIKA MULVEY AS OF THE END OF THE 2017-18 SCHOOL YEAR;*
- *LEAVE OF ABSENCE FOR FOURTH GRADE EDUCATION SUPPORT PROFESSIONAL ELIZABETH CLARK-DERRICK FOR THE 2018-19 SCHOOL YEAR;*
- *RESIGNATION OF THIRD GRADE EDUCATION SUPPORT PROFESSIONAL THAISSA SILVA AS OF APRIL 27, 2018;*
- *RESIGNATION OF FIRST GRADE EDUCATION SUPPORT PROFESSIONAL GUINEVERE REBELLO AS OF THE END OF THE 2017-18 SCHOOL YEAR;*
- LISA REAGAN AND KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Principal's Report

(Agenda Item #6)

• **Summer Planning Grant**

The OBSC congratulated Prin. Megan Farrell on winning a competitive DESE Summer Planning Grant on an exciting multi-disciplinary Middle School curriculum model. Eight staff would train July 10-11, 2018 in Service Learning where students of all levels identified and solved real-life community problems.

• **Recreational Area Update** (See 5/15/18 Minutes p.3-4 #6.)

Field work had begun; the new well was finished and installation of the irrigation system was in process. The Field Fund presented a new legal document that was vetted by Counsel and signed.

- Unfortunately there was only one bid on the basketball and tennis court renovation at \$526,000—twice the projected amount. A number of options were being considered:
- volunteers agreed to remove the current courts (\$100,000 in savings);
- Community Preservation Committee (CPC) funds had a three-year deadline allowing phased work;
- other contractor/designer advice was solicited on going out to bid again—summer was the highest bid time for contractors.

• **Roof Update** (See 5/15/18 Minutes p.4.)

The designer was working on Request For Proposal (RFP) specs. However the above over-priced recreation court bid seemed to be part of a trend (including the Town Hall construction bid), so there was serious concern over the cost—and summer timing was again an issue.

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Old /New Business

(Agenda Item #8)

The OBSC thanked the Administrators for the graduation ceremony and speeches by poised and articulate students. In praising the OBS they noted their own children's enduring memories and growth.

Correspondence: School Use Requests

(Agenda Item #9)

• **MV Vision**

This program taught social emotional skills through basketball to targeted OBS students. While understanding the rationale, the OBSC debated use of a public building restricted to chosen participants rather than open enrollment. They asked for more information on percentages, dates, coordination with building maintenance work, etc.

• IT WAS THE CONSENSUS OF THE OAK BLUFFS SCHOOL COMMITTEE TO APPROVE USE OF THE OAK BLUFFS SCHOOL BY MARTHA'S VISION PENDING PRINCIPAL FARRELL'S APPROVAL.

• **James Forend/Fitness Instructor**

This was an OBS alumna conducting a for-profit business. The OBSC was concerned that some requested times conflicted with other use and that weekend use required a custodian at \$100 per day—if one would agree to work. The OBSC expressed their support for the venture but asked Chair Lisa Reagan and Prin. Farrell to discuss the situation with James Forend.

Approval of Session Minutes

(Agenda Item #11)

• KRIS O'BRIEN MOVED TO APPROVE BUT NOT RELEASE THE MAY 19, 2015 AND MARCH 15, 2016 EXECUTIVE SESSION MINUTES; LISA REAGAN SECONDED; MOTION PASSED: 1 AYES, 0 NAYS, 1 ABSTENTION—KATHRYN SHERTZER not then an OBSC member.

• KRIS O'BRIEN MOVED TO ACCEPT THE MARCH 30, 2018 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Executive Session

(Agenda Item #10)

• KRIS O'BRIEN MOVED TO GO INTO EXECUTIVE SESSION AT 9:57AM NOT TO RETURN TO OPEN SESSION, UNDER MASSACHUSETTS GENERAL LAW CHAPTER 30A SECTION 21 (a) (4) – TO DISCUSS THE DEPLOYMENT OF OR REGARDING SECURITY PERSONNEL OR DEVICES; AND TO INVITE SUPERINTENDENT MATT D'ANDREA, PRINCIPAL MEGAN FARRELL, ADMINISTRATIVE SUPPORT PROFESSIONAL DENITSA ALTON, BUSINESS ADMINISTRATOR AMY TIERNEY, STUDENT SUPPORT CO-DIRECTOR NANCY DUGAN AND RECORDER MARNI LIPKE TO BE PRESENT THROUGHOUT; LISA REAGAN SECONDED; MOTION PASSED: 3 AYES, 0 NAY, 0 ABSTENTIONS; LISA REAGAN—AYE, KRIS O'BRIEN—AYE, KATHRYN SHERTZER—AYE.

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Adjourn

• KRIS O'BRIEN MOVED TO ADJOURN AT 10:14AM; LISA REAGAN AND KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS: KRIS O'BRIEN—AYE, LISA REAGAN—AYE, KATHRYN SHERTZER—AYE.

Documents on file:

Agenda 6/19/18

D'Andrea memo re: Management and Non-Union Salary Adjustments 6/19/18

Fund Balances: Fiscal Year 2017-2018 6/18/18

General Fund Expenditure Report 2017-2018 – OB Site (3 p.) 6/19/18

Oak Bluffs School, School Committee Meeting June 19, 2018, FY18 End of Year (EOY)

Budget Transfers to be Voted

Revolving Lunch Report OBS FY18

School Choice FY18 Report

Rebello email re: Formal Resignation 5/21/18

Silva email re: New Career Opportunity for Me 4/17/18

Clark-Derrick email re: Request for Leave of Absence 3/18/18

Mulvey email re: Letter 6/5/18

Application for Use of the Oak Bluffs School – MV Vision (2 p.) 5/31/18

Application for Use of the Oak Bluffs School – Dynamic Training MV (2 p.) 6/12/18

Minutes approved 9/18/18.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
Tuesday, September 18, 2018, 8:30AM
Oak Bluffs School Conference Room

Present: Chair: Lisa Reagan, Kris O'Brien, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell,
Superintendent's Office – Matt D'Andrea, Richie Smith, Amy Tierney,
Nancy Dugan,
Recorder - Marni Lipke *Late arrivals or early departures

The Oak Bluffs School Committee (OBSC) meeting was called to order at 8:37AM. The OBSC congratulated Principal Megan Farrell on her recent marriage.

Spotlight on Learning - Tabled (Agenda Item #1)

Minutes: Approval of Minutes (Agenda Item #2)

KRIS O'BRIEN MOVED TO ACCEPT THE JUNE 19, 2018 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Public Comment - None (Agenda Item #3)

Superintendent's Report (Agenda Item #4)

• **Policy for 3rd Reading/Revise**

1. **Immunization Policy**

2. **Automated External Defibrillator (AED)**

There were no changes since the previous reading (see 6/19/18 Minutes p.1 #3).

• *KRIS O'BRIEN MOVED THE THIRD AND FINAL READING OF THE:*

- REVISED IMMUNIZATION POLICY, AND

- REVISED AUTOMATED EXTERNAL DEFIBRILLATOR POLICY,

KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

• **Transportation Review**

• The Massachusetts Association of School Business Administrators (MASBO) was performing a transportation review for the Martha's Vineyard Regional High School (MVRHS) including: routes, personnel, off-Island trips, etc. (see 8/27/18 MVRHSC Minutes p.2 #C). For an additional fee they could review OBS bus drop-off/pick up. Although the Fiscal Year 2019 (FY19) Budget was tight, there was interest in fresh eyes on traffic safety and possibly a new access road. Over the years the OBS and the OB Police had looked at reconfiguring school traffic in a number of ways.

• *KRIS O'BRIEN MOVED TO WITHDRAW UP TO \$1,500 (10 HRS AT \$150/HR.) FROM SCHOOL CHOICE FOR AN OAK BLUFFS SCHOOL BUS TRANSPORTATION REVIEW; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

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• **Synergy Audit**

The Superintendent's Shared Services Office proposed an audit of all Martha's Vineyard Public Schools (MVPS) that would cover: procedures, policies, physical plant, resources, etc. The OBSC reviewed the School Choice balance (see below #5). Prin. Farrell reported a \$3,800 residual in a warrant article fund (see 3/21/17 Minutes p.3 #6). Resulting recommendations might or might not require further expenditure.

• *KRIS O'BRIEN MOVED TO AUTHORIZE EXPENDITURE OF UP TO \$4,500 FOR A SYNERGY AUDIT BY WITHDRAWAL FROM:*

- *THE 2017 ANNUAL TOWN MEETING WARRANT ARTICLE FUND #501 RESIDUAL PENDING TOWN ACCOUNTANT APPROVAL, AND*

- *SCHOOL CHOICE FUND FOR ANY REMAINING COST;*

KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Financial Report

(Agenda Item #5)

• **School Choice Report** (See documents on file.)

• In addition to the FY18 balance, Department of Elementary and Secondary Education (DESE) projected FY19 School Choice revenues at \$215,000 in monthly installments.

• Prin. Farrell was proud of completing the summer work, where \$45,000 was spent on:

- replacing carpets in one wing (with six more classrooms to go);

- completion of door FOB and security;

- new video surveillance (a letter went out to parents);

- phase one of hot water system repair.

• In addition she anticipated FY19 school choice expenditures on:

- intercom repair, phone system upgrade and police technology tie-in \$40-50,000;

- phase two of the hot water system repair \$12,000.

Resulting in an estimated \$138,000 residual.

• **Fund Balance Report** (See documents on file.)

• Starting FY19 balances had been entered but the reports were still in process.

• ~ \$35,000 of Circuit Breaker funds were covering half a 0.7 Full Time Equivalent (FTE) for Middle School Special Education (SpEd) support and intervention. Prin. Farrell also hoped to fund a 25% kindergarten through fourth grade (K thru 4) guidance counselor (~ \$12,000) to support retiring staff (see below: #7).

• **Revolving School Lunch Fund** (See documents on file.)

The Fund showed a healthy balance thanks to the recent changes and student participation in menus (see Minutes 1/17/17 p.1-2 & 2/20/18 p.2); an amazing salad bar and grab-and-go healthy breakfasts were also part of the thriving program. The OBSC and Administration applauded the staff and the food. Enrollment stood at 426 of which about 52% were on free and reduced status. In keeping with Prin. Farrell's request:

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
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• *KRIS O'BRIEN MOVED TO ADD FIVE (5) HOURS PER WEEK TO TWO CAFETERIA POSITIONS HELD BY LEAH MIRANDA AND JEAN ZDANDOWSKI; FOR EXPENDITURE OF UP TO \$3,800 EACH, ONE FROM THE GENERAL FUND AND ONE FROM THE REVOLVING LUNCH FUND; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

• **Expenditure Report** (See documents on file.)

There were some minor variances such as:

- increases to Prin. Farrell, Asst. Prin. Carlin Hart and Technology Teacher salaries;
- and Kindergarten Education Support Professional (ESP) shifting funds;
- a long-term custodian substitute—the custodian would return this month.
- MVPS Business Administrator Amy Tierney and Prin. Farrell praised both OBS Administrative Assistant Denitsa Alton and Town Accountant Deb Potter for their professional, knowledgeable, meticulous work that resulted in a smooth FY18 reconciliation and closing—for the first time in many years.
- The OBSC thanked Prin. Farrell and Supt. Matt D'Andrea for their wise financial management.

Principal's Report

(Agenda Item #6)

• **BOTVIN Update**

The Guidance Dept. was working on a K through 8 health curriculum schedule. The OBSC asked if there was sufficient staff to implement the MedStar recommendations. The issue was tied to other school needs and budget demands:

- compliance for the growing English Language Learner (ELL) population (76);
- lack of math remediation;
- lack of enrichment programs;
- large OBS proportion of Supt. Shared Services Office Budget;
- Town finances already heading for an FY20 override, in addition to the FY19 override. Using current resources creatively Prin. Farrell was looking for dual certifications and flexible license capacity. For example:
- having the 0.7 FTE Middle School support teacher certified as an ELL teacher, and
- hiring reading teachers certified in Special Education/Reading Intervention.
- Supt. D'Andrea and Asst. Supt. Richie Smith were sensitive to OBS as the largest, most financially challenged school, and were hoping that:
- any MVPS coordinators (ELL, health curriculum, mental health, etc.) could teach in local schools;
- the MVPS might agree on a universal health curriculum; and
- hire an Islandwide health teacher, for more efficient scheduling and lower local cost.

• **Summer Planning Grant**

12 people successfully completed the program, which fit and expanded the Responsive Classroom philosophy, including service learning that involved students in community solutions, merging: problem solving, engineering and socio-emotional learning.

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• Middle School Configuration

Middle school enrollment was so high it needed a Day 1 / Day 2 schedule with a learning lab period split between the engineering lab and math remediation/ enrichment—using two personalized math programs: I-Ready Math and What-If-Math (science and math spreadsheet design with input/output). Professional Development (PD) would include at least 10 visits from the program designers (funded through the Title One grant). A Cambridge group would work with 5 thru 8 staff on MCAS analysis.

• Middle School teachers would also attend an October Responsive Classroom training.

• K thru 3 teaching would focus on Sidewalk Math Number Sense, which would include kinesthetic components such as colorful playground paintings. A K thru 3 staff team would attend the Literacy for All Conference to enhance the recent purchase of the Fontas & Pinnell guided and shared reading program (see 10/17/17 Minutes p.4 #6).

• Recreational Area Update

Prin. Farrell expressed her gratitude to The Field Fund for their amazing work on the OBS playing fields—in accordance with their contract with the Town and School (see 5/18/18 Minutes p.3-4 #6). The bids on the hardscape renovations was stunningly over-budget and landscape architect Chris Horiuchi was redesigning the configuration (maybe changing a tennis court to a different play area) and shifting work to span fiscal years for Community Preservation funding.

• Later the OBSC asked to tour the field with the Athletic Director.

• Roof Update

The architect and engineer drafted the complex plan and Request For Proposal (RFP). in concert with the Town Administrator and legal counsel. The project would run on a very tight schedule during the 2019 summer break. A Special Town meeting was expected around November 2018 to discuss overall process and timeline, and to vote the funding—the April 2018 Town Meeting vote funded the design phase only.

Personnel: Resignation Letter for Karter Moran (Agenda Item #7)

• KRIS O'BRIEN MOVED TO ACKNOWLEDGE THE RESIGNATION OF KARTER MORAN PRIOR TO 2018-19 SCHOOL YEAR; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

• KRIS O'BRIEN MOVED TO ACKNOWLEDGE WITH APPRECIATION FOR HER 26 YEARS OF SERVICE THE RETIREMENT OF GUIDANCE COUNSELOR CARMEN WILSON AT THE END OF 2018-19 SCHOOL YEAR; LISA REAGAN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Old /New Business (Agenda Item #8)

• Quorum problems motivated the Cape Cod Collaborative to remove Monomoy, Nantucket and Province Town from the Collaborative for missing two meetings in a row.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
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- The OBSC asked about OBS policies. Most policies applied to all MVPS and with only minor local school policies. Policy folders were available at the Supt. Shared Services Office.
- Asst. Supt. Richie Smith went on record as commending the OBSC as an incredibly supportive school committee that was one of the great strengths of the District. The positive energy benefited the students and permeated the hard-working school, employees, and administration. He regretted that some of the MVPS larger committees did not follow the model.

At the end of the meeting Chair Lisa Reagan asked if the OBSC wished to reorganize.

• *KRIS O'BRIEN NOMINATED LISA REAGAN AS CHAIR; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Correspondence: School Use Requests (Agenda Item #10)

MV Youth (a pay-to-play organization) and OB Adult Basketball both applied for building use. The OBSC asked about Youth Basketball Saturday oversight, trash removal, building security, etc. In keeping with Prin. Farrell's recommendation:

• *IT WAS THE CONSENSUS OF THE OAK BLUFFS SCHOOL COMMITTEE TO CHARGE MARTHA'S VINEYARD YOUTH BASKETBALL \$200 FOR 2018-19 SCHOOL YEAR BUILDING USE BUT AT THE FIRST INFRACTION OF BUILDING SECURITY OR GYMNASIUM UPKEEP THE CHARGE WOULD REVERT TO THE POLICY OF CHARGING \$40 PER HOUR FOR A SATURDAY CUSTODIAN.*

• *KRIS O'BRIEN MOVED TO APPROVE USE OF THE OAK BLUFFS SCHOOL BY MARTHA'S VINEYARD YOUTH BASKETBALL AND OAK BLUFFS ADULT BASKETBALL AS DISCUSSED; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Executive Session – Not needed (Agenda Item #12)

Approval of Executive Session Minutes – Tabled (Agenda Item #12)

The next OBSC meeting will be 8:30AM, Tuesday, October 16, 2018 at the Oak Bluffs School Conference Room.

Adjourn

KRIS O'BRIEN MOVED TO ADJOURN AT 9:57AM; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

continued >

**OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
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Documents on file:

Agenda 9/19/18

Fund Balances: Fiscal Year 2018-2019 9/17/18

General Fund Expenditure Report 2018-2019 – OB Site (3 p.) 9/17/18

Revolving Lunch Report Oak Bluffs School FY19

School Choice FY19 Report

Farrell letter re: Security 9/18/18

Hall email re: Message from “csc721763” 9/18/19

Application for Use of the Oak Bluffs School – MV Youth Travel Basketball (2 p.)
9/17/18

Application for Use of the Oak Bluffs School – OB Adult Basketball (2 p.) 6/29/18

Minutes approved 10/16/18.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
Tuesday, October 16, 2018, 8:30AM
Oak Bluffs School Conference Room

Present: Chair: Lisa Reagan, Kris O'Brien, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell, Denitsa Alton,
Superintendent's Office – Matt D'Andrea, Richie Smith, Amy Tierney,
Staff – Larissa Bernat (and students)
Recorder - Marni Lipke

*Late arrivals
or early departures

The Oak Bluffs School Committee (OBSC) meeting was called to order at 8:34AM.

Spotlight on Learning (Agenda Item #1)

Ms. Larissa Bernat's first grade students exhibited their art and math skills by showing and talking about their cookie drawings on fractions. Everyone commended and thanked them for their explanations and presentations.

Minutes Read & Approved (Agenda Item #2)

• KRIS O'BRIEN MOVED TO ACCEPT THE SEPTEMBER 18, 2018 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Public Comment - None (Agenda Item #3)

Superintendent's Report (Agenda Item #4)

• **MCAS Results Overview** (See documents on file.)

• MCAS accountability rating had changed again to "Not Meeting Targets/Requires Assistance" or "Meeting Targets/Does Not Require Assistance". The OBS was in the Does Not Require Assistance category and partially meeting targets at 60% accountability (compared with State target of 75%), a reasonable result. OBS factors included English Language Learners, Achievement, Growth, Chronic Absenteeism, Math (41%) and Science.

• High-powered math education consultants Art Bardige and Peter Mili of *What If Math* would be observing, analyzing and supervising OBS Professional Development (PD) throughout the school year. The OBSC saluted eighth grade math teacher Eve Heyman for her success in preparing students for high school.

- Martha's Vineyard Public Schools (MVPS) used a variety of math programs (Envision, Everyday Math, Houghton Mifflin), as they did English/Language Arts (E/LA) curriculums.

• It was likely that science scores were affected by computer-based literacy skills in the content area so science teachers Leah Dorr, Doug Brush and Abigail Smith would team with Principal Megan Farrell to address the gap (see also below: p.2).

- Prin. Farrell noted that all fifth thru eighth graders now had their own electronic device, case, cord, etc. (see 2/21/17 Minutes p.3 #6).

• The OBS also hoped to improve High Need Student scores from 71% to at least 75%.

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- Chronic absenteeism was a statistical anomaly. The Department of Elementary and Secondary Education (DESE) defined it as any student absent more than 10% per year, such that a family entering the OBS in May, would be considered 80% absent. It also had particular implications regarding families who spent part of the year in Brazil. Middle School guidance counselor David Weinberg was monitoring enrollment closely and taking a compassionate approach to contacting families.

- Student growth was an important component and OBS was about at State averages in E/LA and pockets of students were doing very well. Administrators noted other educational growth assessments and celebrated what OBS did well.

- **Professional Day Overview** (See documents on file.)

There was excellent feedback on the Assistant Superintendent's Richie Smith's organization of October 5th Professional Day, which also attracted Charter School and Montessori School staff. Opportunities included:

- Safe Schools on Lesbian/Gay/Bisexual/Transgender/Queer (LGBTQ) trainings (see 5/15/18 Minutes p.2 #3)

- Network for Public Education (NPE) conference on Cape Cod;

- workshops on managing difficult students;

- presentations on authentic texts and Responsive Classroom.

- Superintendent Matt D'Andrea was continuing his over-arching writing curriculum goal, expanding it to social studies and other areas, having all teachers focusing on writing as part of the curriculum. OBS teachers had chosen and were working towards the Lucy Calkins method and foundation skills.

- **Synergy Audit** (See documents on file.)

All MVPS committees voted to support the Synergy audit, and principals had already received the initial questionnaire. Town Accountant Deb Potter agreed that the warrant article residual could be utilized to pay for the audit (see 9/19/18 Minutes p.2).

Financial Report (Agenda Item #5)

- **Fund Balance Report** (See documents on file.)

Circuit Breaker would be drawn down to support a staff position. Projected Fiscal year 2019 (FY19) total revenue was only about \$8,000.

- **Expenditure Report** (See documents on file.)

- The Teacher Increment line was high due to unanticipated summer hiring. The line would cover a projected deficit in Conferences and Workshops (see below: #7).

- In order to accelerate the timeframe and relieve the Town of some OBS Capital Improvement expenditure (see below: Recreation & Roof), Prin. Farrell proposed repair/replacement of the telephone (\$35,000) and intercom system (\$50,000)—currently only two of three required quotes were submitted. Although this would traditionally be funded from School Choice funds however Prin. Farrell would like to build those reserves (which rolled over from year to year) as a reserve against the lack of Circuit Breaker revenue. The OBSC expressed:

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- trust in Prin. Farrell's staffing oversight and hiring, and
- importance of intra-school communications;
- scant funds for OBS educational, that were having to be used on facility issues.
- *KRIS O'BRIEN MOVED TO APPROVE A TRANSFER OF \$85,000 FROM THE TEACHER INCREMENT LINE TO THE GENERAL MAINTENANCE LINE FOR THE REPAIR/REPLACEMENT OF THE TELEPHONE SYSTEM AND THE INTERCOM SYSTEM; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

- **Revolving School Lunch Fund** (See documents on file.)

Office staff was working diligently on family and staff debt. The bottom line did not reflect State reimbursement, which would exceed the reported deficit.

- **School Choice** (See documents on file & above.)

The Account showed a \$207,000 balance after funds were used on two projects.

- A new water heater was installed and a second shut-off valve (\$4-5,000) would facilitate shutdowns—which currently required Water and Fire Department oversight.
- Classroom rugs were replaced (see 1/17/18 Minutes p.3)—the final six classrooms and the main office area would hopefully be included in the 2019 summer work.

Principal's Report

(Agenda Item #6)

- **Recreational Area Update** (See Minutes: 6/19/18 p.3 #6 & 9/19/18 p.4.)

• Phase 2 (basketball, tennis courts and small play area renovation) came in at double the estimate, and the Community Preservation Committee (CPC) did not support the additional funding for Special Town Meeting (STM). Prin. Farrell was submitting a CPC application for the additional funds at the April 2019 Annual Town Meeting (ATM). In tandem with the application, she was talking to a team of outside contributors to work with the current CPC \$220,000. In the meantime hardscape repair and equipment replacement were being considered.

• The OBS partnered with Field Fund on Phase 1:

- \$10,000 survey paid by Field Fund;
- \$15,000 grading - \$5,000 OBS CPC funds and \$10,000 paid by Field Fund;
- split rail fence paid by the OBS;
- \$40-50,000 new well paid by Field Fund, along with
- irrigation system, loam, leveling seeding etc. (including building inspector & American Disability Act (ADA) access compliance) paid by Field Fund.

The total Field Fund initial donation was about \$225-250,000, plus continuing work on aeration, custodial training, mowing and reseeding. Their work also

- The Field Fund asked for a verbal agreement that the OBS would use natural substances where possible and Prin. Farrell agreed to do her best.
- The OBSC and Administration emphasized their gratitude, and discussed how best to publicly thank the Field Fund.

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• **Roof Update**

- The roof and heating/ventilation/air-conditioning (HVAC) project (including 28 replacement HVAC units) was currently estimated at \$5,268,000. The Town had been exceptionally helpful, possibly combining the project Owner's Project Manager (OPM) with the Town Hall OPM. Prin. Farrell would attend the Finance Committee meeting for the STM recommendation as soon as bids were opened. The OBSC offered its support.
- The fall session of after school clubs (see documents on file) included: Homework, Island Grown Initiative Food Processor, Games, Crafts (which was so large it had to be expanded to two days), Chess, Writing (student newspaper), Coding and two different Robotics—one with a Cape Cod competition. In addition each grade level was participating in the Governors' Science/Technology/ Engineering/Art/Math week.

Personnel

(Agenda Item #7)

In keeping with the OBSC agreement to support team PD, 12 staff would attend the Fontas & Pinnell *Literacy For All Conference*. The Literacy team, along with the Responsive Classroom trainees (see 9/19/18 Minutes p.3 #6) and vertical Math/Science team, would be charged with leading the OBS PD. The OBS would work on "Pineapple" peer observation and collaborative discourse to grow teacher skill and trust. At a staff meeting people stated what they were good at/wanted to share to grow each other, and the results would be scheduled on a PD calendar. The Salary Increment line and Education Support Professionals (ESPs) would cover release time.

Old /New Business – None

(Agenda Item #8)

Correspondence: School Use Requests

(Agenda Item #10)

- **Special Town Meeting, November 13, 2018 @ 7:00PM**

Executive Session – Not needed

(Agenda Item #12)

The next OBSC meeting will be 8:30AM, Tuesday, November 20, 2018 at the Oak Bluffs School Conference Room would take up the FY20 budget.

Adjourn

KRIS O'BRIEN MOVED TO ADJOURN AT 10:08AM; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Documents on file:

Agenda 10/16/18

Fund Balances: Fiscal Year 2018-2019 10/15/18

continued >

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Documents on file (cont.):

OBS General Fund Expenditure Report 2018-2019 (3 p.) 10/15/18

Revolving School Lunch Report OBS FY19

School Choice FY19 Report

2018 Official Accountability Report – Oak Bluffs Elementary (4 p.) 10/15/18

The Governor of Massachusetts announced that next week, Oct. 22-25th is STEM
week...

Oak Bluffs School 2018 After School Clubs Session 1 (Oak Bluffs Blazers) (4 p.)

Minutes approved 11/20/18.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
Tuesday, November 20, 2018, 8:30AM
Oak Bluffs School Conference Room

Present: Chair: Lisa Reagan, Kris O'Brien, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell, Denitsa Alton,
Superintendent's Office – Matt D'Andrea, Richie Smith, Amy Tierney,
Staff – Anne Davey, Molly Chvatal (and kindergarten students)
Alumna - James Robinson,
Recorder - Marni Lipke

*Late arrivals
or early departures

The Oak Bluffs School Committee (OBSC) meeting started with the Student Spotlight at 8:32AM and was called to order at 8:42AM.

Spotlight on Learning (Agenda Item #1)

About nine Kindergarten (K) students showed off their placemats on what they were thankful for, including a QR code on the back of each that interfaced with a cell phone application (app) for a video of the student's thankful statement.

Minutes Read & Approved (Agenda Item #2)

• KRIS O'BRIEN MOVED TO ACCEPT THE OCTOBER 16, 2018 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

Public Comment (See documents on file.) (Agenda Item #3)

Correspondence: School Use Requests (Agenda Item #9)

Former OBS student, Martha's Vineyard Regional High School (MVRHS) graduate and University of Massachusetts/Amherst sophomore James Robinson outlined his proposal to begin a free program to strengthen ideals and social/emotional skills that could be carried into life through basketball coaching and practice. He lamented the fading tradition when the Niantic Park games brought the Island together and filled stands in good sportsmanship. He spent the last two summer seasons in a pilot program working with and training six at risk students who would now be his coaches in a series of summer sessions each serving 20-25 youths (age range 2nd/3rd to 7th grade) for a total of 60-100 per season. The program would be open to the public—with some preference for students of the school where the program was located—in this case hopefully the OBS for the 2019 summer season. He had formed a non-profit, obtained insurance and was fundraising for equipment and uniforms.

- Lisa Reagan thanked him for his attendance, praised his activism but noted her previous objections to use of the OBS for a pilot program not open to the public, which had been misrepresented to the OBSC. Mr. Robinson apologized and took responsibility, explaining the importance of the trial pilot to gain experience, age and proficiency. Asst. Supt. Richie Smith also took responsibility and apologized as the one who presented the program to the OBSC.

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- The OBSC and Superintendent Matt D'Andrea praised James Robinson's work but reluctantly declined building use for the 2019 summer because the School would be a construction site for a new roof and Heating/Ventilation/Air Conditioning (HVAC) system (see below: p.4-5). They wished him luck in working with Asst. Supt. Smith to find an alternate Martha's Vineyard Public School (MVPS) or other site.

Superintendent's Report

(Agenda Item #4)

• All Island School Committee (AISC)

The focus of the 4:00PM, Tuesday, November 27, 2018 meeting would be discussion and hopefully final vote for the Fiscal Year 2020 (FY20) Superintendent's Shared Services Budget. The meeting would also include updates on the MedStar recommendations and the new Project Headway staff.

• Age of Entry Policy Revision – First Reading (See documents on file.)

The Policy was modified to eliminate loopholes and clarify the appeals process. The September 1st cut-off was designed to insure children were at least five years old when they entered kindergarten. The OBSC explored various issues:

- advantage of September (versus December) cut off resulting in more mature children;
- Massachusetts commonality of September 1st cut-off;
- appeals process for advanced children (as tested or reviewed by Early Childhood/ Superintendent's Office staff);
- Montessori later cut-off counteracted by strong educational preparation;
- extended timeframe for attendance in other schools, to eliminate one-day enrollment and transfer loophole;
- legal counsel approval.

• LISA REAGAN MOVED THE FIRST READING OF THE REVISED AGE OF ENTRY POLICY; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.

- The Synergy Islandwide audit was in progress. The team visited the OBS last week.

Financial Report

(Agenda Item #5)

• Fund Balance Report (See documents on file.)

Circuit breaker was healthy but the OBSC was reminded that it would fund a part-time position (see 9/18/18 Minutes p.2 #5), as well as possibly another position.

• School Choice (See documents on file.)

School Choice was about \$97,000, which would cover:

- upper hallway classroom rug replacements during the April vacation;
- remaining rugs by the end of the 2019 summer—with the potential exception of the Library rug due to construction issues;
- The new intercom was being funded from the Increment line (see 10/16/18 Minutes - p.2-3 #5) and Principal Farrell was applying for a grant.

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• **Revolving School Lunch Fund** (See documents on file.)

Office staff was working on staff and family lunch debt, which were fairly high. Continuing menu adjustments and the salad bar were popular and the imminent State reimbursement would put the Fund ~ \$11,000 in the black.

• **Expenditure Report** (See documents on file.)

The FY19 budget was in good shape, with a few small negatives (e.g. Dental) that were not cause for concern.

- Advisors would continue in deficit due to the continuing success of student/teacher inspired after school programs and clubs—robotics, Leggo, chess, coding, newspaper writing, homework, morning math team, etc.

- A retirement in the Guidance Dept. resulted in a small longevity overage.

- A substitute was filling in for the School Nurse.

- Wastewater/Water negative was reduced by the new irrigation well (see 5/15/18 Minutes p.3 #6).

- Substitutes would continue in the negative as Professional Development (PD) continued, e.g. a Lesley University course on Fontas & Pinnell, as well as Literacy for All, Iready Math, etc. The OBSC explored PD. Teachers brought skills back for OBS peer support and observation. Vertical monthly meetings included data input; other formats included station rotation at weekly staff meetings, etc. However, Prin. Farrell required that all PD align with the OBS Strategic Plan occasionally turning down requests. OBSC members had noticed the active math projects around the campus.

Principal's Report

(Agenda Item #6)

• **Recreational Area Update** (See Minutes: 10/16/18 Minutes p.3 #6.)

Prin. Farrell submitted a new Community Preservation Committee (CPC) application. The MV Youth grant application was denied but she continued to solicit donors. Her goal was to complete Phase 2 this year (basketball and tennis courts, play structure and a walkway connection to elderly housing).

- An asphalt topcoat rather than replacement, so the current fence could remain.

- The connection to elder housing would require Building Inspector approval.

35 students (including one that had made great social strides) participated in a really awesome school play.

• **Fiscal Year 2020 (FY20) Budget** (See documents on file.)

The OBSC reviewed a first draft at a 4.07% increase driven by:

- a 0.5 Full Time Equivalent (FTE) health teacher for grades 5-8 (K-4 covered by Guidance Counselors);

- a 2% placeholder re: contract negotiations;

- Superintendent's Shared Services Office Budget at ~ 6%

- increase transportation costs due to a shift towards local funding (still in MVRHSC Subcommittee discussion);

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- no School Choice direct offset (now used for facility maintenance/updates).

The OBSC discussion focused on two major areas.

1) The shift of Transportation costs from the MVRHSD to the locals was a controversial move that would reduce State reimbursement. In addition, compared with the OBS, the MVRHS was fairly well funded and there was strong feeling in the OBSC that it would unfairly penalize Oak Bluffs and benefit the Up Island Region. Business Administrator Amy Tierney explained that some of the increase was due to continued rise in transportation costs, without commensurate budget compensation.

2) OBS high enrollment (432 students, the equivalent of an extra grade level on a smaller Per Student Cost) compared with other districts (Edgartown ~350, West Tisbury ~350, Tisbury ~290, Chilmark ~50) mandated larger assessment of regional entities, e.g. 8% rise in Supt. Shared Services Budget. This was compounded by OBS housing three Shared Services classes with no relief except an adjustment counselor (Edgartown and West Tisbury Schools housed three classes each).

- The Supt. Shared Services Islandwide personnel continued to be fairly stable, despite increased Special Education and English Language Learner enrollment.

• The OBSC thanked Prin. Farrell for the streamlined budget.

• **Update**

After the successful Town Meeting vote, there was some confusion as to whether the article would appear as a ballot question. Prin. Farrell contacted the Massachusetts Department of Revenue (DOR) who stated that as the case was an emergency (it rained inside the School) and with the signature of the Selectmen Chair and Vice Chair, and a School Committee vote the project could proceed without the ballot vote (see below: p.5). Consequently the project could proceed and the entire campus would close June 20, 2019 (pending any snow days) for the summer break—with material deliveries and preparation prior to the close of school. The OBSC expressed frustration with the situation, which was eliciting resident reactions:

- importance of transparency with voters;

- need to meet with Town Administrator Bob Whritenour on a short timeline;

- need for short, precise newspaper and/or Facebook article;

- review of Special Town Meeting vote and comments;

- preference for documented DOR decision.

• LISA REAGAN MOVED TO FORMALLY SUPPORT A VOTE TO MOVE FORWARD FOR THE BID AMOUNT AS REQUESTED BY THE MASSACHUSETTS DEPARTMENT OF REVENUE PROVIDED THERE IS FULL TRANSPARENCY TO THE COMMUNITY AND OUR CONSTITUENTS; KATHRYN SHERTZER SECONDED: MOTION UNANIMOUSLY TABLED.

Personnel– None

(Agenda Item #7)

Old /New Business – None

(Agenda Item #8)

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Executive Session – Not needed

(Agenda Item #10)

• *KATHRYN SHERTZER MOVED TO SUSPEND THE MEETING AT 10:23AM; KRIS O'BRIEN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

• *THE MEETING RECONVENED AT 12:54PM AT OAK BLUFFS TOWN HALL.*

Present: Chair: Lisa Reagan, Kris O'Brien, Kathryn Shertzer,
Others: Asst. Superintendent' Richie Smith by phone,
Town: Town Administrator Bob Whritenour,
Selectmen: Chair Brian Packish, Vice Chair: Gail Barmakian

Principal's Report

(Agenda Item #6)

• **Roof Update (continued)**

- The project was now titled 'School Building Improvement Project' and included:
 - roofs, including roof decks, gutters and flashing;
 - Heating/Ventilation/Air Conditioning (HVAC) with boiler controls;
 - cafeteria walk-in refrigerator/freezers.
- Town Administrator Bob Whritenour explained how the situation occurred:
 - the matter was taken to Special Town Meeting (STM) to be approved and excluded;
 - a ballot vote to exclude was needed but the ballot was designed for only one question.
- The Deputy Director of the Massachusetts DOR was consulted and stated that pending further clarification and the information available:
 - as no specific cost was publicly advertised (i.e. the Article was for \$000,000);
 - the vote had been to appropriate and exclude funding.
- The OBSC was grateful for the Town's collaborative and congenial cooperation.
- Both the Selectmen and the OBSC stressed the importance of keeping voters' confidence.
- Asst. Supt. Richie Smith voiced the OBSC concern on signing off on the Project.
- There was a brief discussion on Oak Bluffs proportion of regional formulas.
- It was agreed that moving forward:
 - the Project would be on the 5:30PM November 27, 2018 Selectmen's meeting agenda;
 - OBSC Chair Lisa Reagan (and if possible a full OBSC) would attend the meeting;
 - the Selectmen Chair and Vice Chair would issue the contract;
 - the OBSC would vote to accept the contract.
- OBSC expressed reservations that there was no written record of the DOR decision.

The next OBSC meeting will be 8:30AM, Tuesday, December 18, 2018 at the Oak Bluffs School Conference Room

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Adjourn

- *ON A MOTION DULY MADE AND SECONDED THE OBSC ADJOURNED AT 1:40PM.*

Documents on file:

Agenda 11/20/18

Fund Balances: Fiscal Year 2018-2019 11/19/18

OBS General Fund Expenditure Report 2018-2019 (3 p.) 11/19/18

Revolving School Lunch Report OBS FY19

School Choice FY19 Report

OBS FY'20 Budget Analysis Draft #1 11/19/18

OBS 2019-2020 Proposed General Fund Budget Draft #1 (6 p.) 11/19/18

OBS Employee List for 2019/2020 Proposed Budgeting Purposes (3 p.) 11/19/18

Martha's Vineyard Public Schools Age of Entry Policy of the Edgartown School District,

Oak Bluffs School District, Tisbury School District, Up-Island Regional School District

Minutes approved 12/18/18.

OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD
Tuesday, December 18, 2018, 8:30AM
Oak Bluffs School Conference Room

Present: Chair: Lisa Reagan, Kris O'Brien*, Kathryn Shertzer,
Others: Principal's Office – Megan Farrell, Denitsa Alton,
Superintendent's Office – Matt D'Andrea, Richie Smith, Amy Tierney,
Staff – Jen Robinson, Ellen Berube, Charlotte Hall, Brian Wheiland,
(and students)
Recorder - Marni Lipke

*Late arrivals
or early departures

The Oak Bluffs School Committee (OBSC) meeting was called to order at 8:33AM.

Spotlight on Learning

(Agenda Item #1)

About 26 second graders delighted the meeting with Christmas songs: Up On the House Top, Rudolf the Red-Nosed Reindeer, and We Wish You a Merry Christmas.

Minutes Approval of Minutes of November 20, 2018

(Agenda Item #2)

• *LISA REAGAN MOVED TO ACCEPT THE NOVEMBER 20, 2018 MINUTES; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 2 AYES, 0 NAYS, 0 ABSTENTIONS.*

Public Comment - None

(Agenda Item #3)

Superintendent's Report

(Agenda Item #4)

Supt. D'Andrea wished everyone happy holidays and was counting the days until winter break.

• **Shared Services Budget**

• **All Island School Committee (AISC)**

The November AISC meeting failed to achieve quorum and he hoped to reduce the Superintendent's Shared Services Office Budget for the next draft to be presented at the next meeting, *later rescheduled for 6:00PM January 2, 2018.*

• **School Committee Self- Assessment**

This was a suggestion raised by the recent Massachusetts Association of School Committees (MASC) training. It would generate discussion on OBSC protocols, history while laying a formal groundwork for successors. The OBSC thanked Superintendent D'Andrea for arranging the MASC training.

• **Age of Entry Policy – Revised – 2nd Reading**

The Policy was unchanged from the first reading (see 11/20/18 Minutes p.2 #4) and allowed the Superintendent discretion to accommodate exceptional students.

• *KRIS O'BRIEN MOVED THE SECOND READING OF THE REVISED AGE OF ENTRY POLICY; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

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Financial Report (Agenda Item #2)

• **Fund Balance Report** (See documents on file.)

The Funds were in good shape with a healthy Circuit Breaker, which might be needed for a pending student going into a Shared Services program.

• **Expenditure Report** (See documents on file.)

• Substitutes would continue in deficit as Professional Development (PD) moved forward. For example Principal Megan Farrell was sending teams for tech training and networking to Massachusetts Computer Using Educators (MassCUE), Google Palooza and a Massachusetts Association of Supervision and Curriculum Development (MASCD) Conference. She received a \$7,500 grant from MassNET for PD and software for instructional needs. Kris O'Brien noted for the record that the OBS historically used Education Support Professionals (ESPs) to fill in for teacher absences, however as the number of ESPs diminished the School was forced to spend more on substitutes. The OBSC requested a monthly report on substitute expenditure.

• Similarly Advisor Salaries would continue in the negative as after school clubs expanded. Later in the meeting Prin. Farrell reported that 104-114 students participated in after school activities, which did not include the 40 students in Morning Math.

• Undistributed Textbooks was being spent on extending the Fountas & Pinell Shared Reading and Level Literacy Intervention. The Line should be examined for cost trending, since the personalized Math iReady program was \$11,000 per year.

• The Teacher Increment line was healthy at \$103,000 so Prin. Farrell hoped to reserve School Choice funds for maintenance issues.

• Prin. Farrell was not transferring between lines in order to better track actual expenditure. The OBSC congratulated her on the grant and commended her for using grant funding for one-time expenditures rather than to pay for staff.

• **Revolving School Lunch Fund** (See documents on file.)

High staff lunch debt would be addressed, however the cafeteria program was doing well with the Grab-and-Go bags, healthy lunch choices, menus, etc. The OBSC reported appreciative feedback on the salad bar.

• **School Choice** (See documents on file.)

The Fund was building steadily but would be spent in the coming months on maintenance projects. Prin. Farrell solicited three quotes on the Public Address (PA) system and the phones with the goal of completing work by the end of the school year.

Principal's Report (Agenda Item #6)

• **Middle School Block Schedule**

The OBSC asked about the Middle School shift to a block schedule, as the MASC training had cautioned on teachers union issues. Prin. Farrell instituted these changes to address the rise in Middle School population resulting in three classes in each grade. Scheduling options had been presented to the staff, who had chosen the current configuration (see 5/15/18 Minutes p.5), which made the situation non-grievable.

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It was agreed that 80 minute blocks was a long time for students to sit, however teachers were aware of the issue and built breaks, activity and other relief events into the lessons. Other issues were noted: previous precedent, multi-age classes, advisory and flex periods, staff reactions. Prin. Farrell and the OBSC agreed to poll staff and students on how the new schedule was working. The OBSC expressed their support of Prin. Farrell as well as concern regarding building budgets with sufficient staffing so that financial strictures did not limit OBS educational capacity.

Eighth grade learning projects solving real-world community problems funded by the Summer Planning grant (see 5/15/18 Minutes p.5) would be presented to the community, hopefully with press coverage.

• **Recreational Area Update**

(See Minutes: 10/16/18 Minutes p.3 #6 & 11/20/18 p.3 #6)

Prin. Farrell submitted another application to the Community Preservation Committee (CPC) and would meet with them January 7, 2019. She was also working on additional fundraising and donations.

• **Roof Update**

The warrant article passed on Special Town Meeting floor (see 11/20/18 Minutes p.5). Prin. Farrell spoke to Town Administrator Bob Whritenour regarding documented approval from the Massachusetts Dept. of Revenue (DOR). Prin. Farrell hired Owner's Project Manager (OPM) Suresh Bhatia of Atlantic Construction & Management for the School Improvement Project. Ms. Tierney noted that Tisbury had not retained them.

Fiscal Year 2020 (FY20) Budget

(See documents on file & 11/20/18 Minutes p.3-4)

• There was a very brief recess at 9:27AM. (*Part of this discussion took place earlier in the meeting but is grouped here for clarity.*)

This draft included all contractual obligations, a 2% pool regarding ongoing negotiations, and a minimum increase of \$3,000 per bus run. There was a brief discussion on how the bus run number was determined.

- The Superintendent's Shared Services Office Budget was included at 8% with the hopes that this would be reduced.

- The only new staff was a 0.5 Full Time Equivalent (FTE) to serve either as an English Language Learner (ELL) or Health teacher, the other position to be filled by a grant.

- The Martha's Vineyard Regional High School (MVRHS) budget was also not yet approved with the hopes that it would stay around 5%.

Mr. Whritenour had been generally supportive of the OBS budget draft at 4.07% but also reported that the Town had to find \$1,000,000 over its levy limit, hopefully without an override. Prin. Farrell would report to him next week on the firmness the OBS budget. Administration met with the Finance Committee who seemed supportive and asked good questions.

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The OBSC discussed Town Free Cash, which was generated by a conservative estimation of local revenues (harbor, gas, excise, etc.) and any unspent budget funds.

After a discussion on protocol and the ability to amend the budget when further information was available, and in consideration of the Town budget timeline:

• *KRIS O'BRIEN MOVED TO APPROVE THE OAK BLUFFS SCHOOL DISTRICT FISCAL YEAR 2020 BUDGET DRAFT #1 AT \$8,393,753.63 OR 4.07% INCREASE; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Personnel - None (Agenda Item #7)

Old /New Business - None (Agenda Item #8)

Correspondence: School Use Requests (Agenda Item #9)

• **20 Miler**

This was an annual request with a history of responsible use.

• *KRIS O'BRIEN MOVED TO APPROVE USE OF THE OAK BLUFFS SCHOOL BY THE MARTHA'S VINEYARD 20 MILER ON FEBRUARY 16, 2019; KATHRYN SHERTZER SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Executive Session – Not needed (Agenda Item #10)

Adjourn

The next OBSC meeting will be 8:30AM, Tuesday, January 15, 2019 at the Oak Bluffs School Conference Room. Chair Lisa Reagan wished everyone a Happy New Year.

• *KRIS O'BRIEN MOVED TO ADJOURN AT 9:42AM; LISA REAGAN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

Documents on file:

Agenda 12/18/18

Fund Balances: Fiscal Year 2018-2019 12/17/18

OBS General Fund Expenditure Report 2018-2019 (3 p.) 12/17/18

Revolving Lunch Report OBS FY19

School Choice FY19 Report

Application for Use of the Oak Bluffs School – Martha's Vineyard 20 Miler (2 p.) 12/4/18

OBS FY'20 Budget Analysis Draft #1 11/19/18

OBS 2019-2020 Proposed General Fund Budget Draft #1 (6 p.) 11/19/18

OBS Employee List for 2019/2020 Proposed Budgeting Purposes (3 p.) 11/19/18

Martha's Vineyard Public Schools Age of Entry Policy of the Edgartown School District,
Oak Bluffs School District, Tisbury School District, Up-Island Regional School District

Minutes approved as amended 1/15/19.