



MARTHA'S VINEYARD REGIONAL HIGH SCHOOL
Transportation Subcommittee
Thursday, December 4, 2025 at 8:30 am
Zoom

Present: Chair - Marsha Shufrin, Kathryn Shertzer, Kelly Scott**
Transportation: Assistant Transportation Director - Chyenne Ward, Transportation Office Assistant - Jenn Shattuck
MVRHS: Principal - Sean Mulvey, Finance Director - Suzanne Cioffi
Supt's Office: Superintendent - Richie Smith**, School Business Administrator - Mark Friedman
Recorder: Rebecca Claussen
**indicates early departure

9 minutes into recording.

Please note: All business will consist of a discussion and possible vote to take action.

(Recorder's Note: Discussions are summarized and grouped for clarity and brevity)

I. Call to Order

Chair Marsha Shufrin called this meeting to order at 8:37 am.

Vote Required

II. Approval of Minutes: November 6, 2025 & November 19, 2025

Kelly Scott made a motion to approve the minutes of November 6, 2025 and November 19, 2025, seconded by Kathryn Shertzer. Roll Call: Shertzer - Aye, Shufrin - Aye, Scott - Aye. Motion Passes: 3-0-0

III. Transportation Dept nOperations - Update

Mark, Chyenne and Troy met for a significant number of hours on December 3, 2025 to review line items which Mark found helpful. Marsha asked if there were any complications related to student transportation at this time, to which Richie responded that yes, there are issues which continue to be worked through, but the families are aware and have been understanding.

IV. Transportation Negotiations - Update

There is a meeting on December 5, 2025 to continue these negotiations. Marsha asked if Mark thought they were close to which Mark responded that yes, he is hopeful.

Vote Required

V. Transportation Dept FY27 Budget

Mark started a screen share to show which line items have been updated since the last meeting. Mark added back \$15K to cover hourly transportation staff to shuttle vehicles to the VTA and other repair shops to coordinate maintenance and to deal with vehicle registrations and inspections. This was an effect of reorganization of the Transportation Office late last year. The Drivers Training Pay line is to pay \$20.00/hour to persons who are getting training to become bus drivers to get their Commercial Drivers License. It has been reduced from \$5K in Version #2 to \$2.4K in Version #3 to reflect 2 new drivers being trained next year. The next line item is Instructor Salaries which is being reduced from \$4,000 in Version #2 to \$2,724 in Version #3 to reflect one new driver being trained by a certified existing driver who is an hourly employee (the other assumed new driver would be trained by one of the certified salaried staff persons. License renewals is the next item which has been reduced from \$2,000 in Version #2 to \$510 in Version #3 and reflects 24 license renewals at

\$15.00/each. Advertising has been reduced from \$1,000 in Version #2 to \$800 in Version #3 and reflects the FY24 Actual level of spending. The Security Cameras line item has been revised downward from \$15.6K in Version #2 to \$11.5K in Version #3 to reflect the installation of one camera system in a new SPED van, and one replacement system and/or repairs in an existing vehicle(s). The Vehicle Cleaning line has been reduced by \$2K (from \$10K in Version #2 to \$8K in Version #3) and assumes outside firm cleaning of vehicles twice per year. The Non-Contractual Vehicle Maintenance line is for all on-island vehicle maintenance NOT performed by the VTA and does NOT include maintenance of SPED vehicles (both are budgeted separately). This line has been reduced by \$15.9K from Version #2 and those funds shifted to the SPED vehicle maintenance line. Next is the Parking Area Electricity which has been reduced to the FY24 Actual spending amount - which is a reduction of almost \$2.1K. The Special Ed Bus Maintenance line is next, where an increase of \$10,555 reflects year-to-date FY26 expenses annualized for the remainder of the year. SPED Transportation Other is the next line item discussed of which Mark said these are off island residential placement transportation expenses incurred mostly by families and represent mileage reimbursements. This line is being reduced by \$7.5K to reflect fewer anticipated placements in FY27. This is for parental reimbursements for residential placements, of which can be included in the Medicaid reimbursements received in revenues. Moving on to the SPED Extended School Year Salaries which represents a shift of \$42K of expenses from the Summer Programs line to reflect estimated SPED expenses based upon the FY26 summer SPED transportation needs, and the Summer Program Expenses line has reduction of \$42K in expenses from Version #2 represents the shift of those costs to the SPED Reimbursable expenses category. Adjusting the previous two lines puts the reimbursable expenses in the proper category as the SPED expenses are reimbursable under Chapter 71, the optional summer programs are not, so this is a cost shift, not a net increase or decrease. Moving to the Off Island Student Activities - Salaried Admin Driver line which has been reduced by \$36.4K from Version #2 and reflects only the amount needed for summer maintenance shuttling work. There used to be a part time salaried administrator off island, but there no longer is, meaning those funds have not been spent. There is still a desire to keep the position in some capacity, with a hope to fill, but the line can be reduced as the proposed amount will still cover the summer work of inspecting and maintaining those vehicles for FY27. Off Island Student Activities - Equipment and Services is next, and that is related to the fact there is no permanent long term administrative oversight for the off island vehicles. After discussions with Troy and Chyenne, there is a recommendation that the gap could be filled with GPS related equipment for the eight off island vehicles which is pretty standard for fleets across the state and beyond. It is not something that has occurred in the past for any vehicles on or off island. Tracking the off island vehicles is of real value, with a cost of just under \$10,000 installation of GPS tracking the district would be able to have tracking records for those vehicles, which would help with the oversight for that remote location. At this point Kathryn did ask a question related to the Off Island Student Activities - Salaried Admin Driver line where she would like to see the description reflected more clearly the intention for this line for the other committee members to understand that there used to be a person off island that did all of the administration for that location and now there is not, but these funds are needed for a more defined purpose, of which Mark said that updating that description can easily be done, and will create a new line more closely called off island oversight and maintenance. Additionally, the door is not closed on researching more cost effective ways to provide off island transportation, but at this time this is the most cost effective way. Kathryn suggested using Rich LeBray as a consultant as done in years past, to which Mark responded that Rich is still utilized in some capacities and that Mark had recently reached out to him in regards to assistance in reviewing and revamping the billing system which is extremely complicated and involves the elementary schools, the Charter School, Boys & Girls Club and the YMCA. There is an existing line item used for those consulting services provided by Rich, that line item is funded at \$5,000. Rich is affordable, bills hourly and does not nickel and dime the district so Mark feels there is value to what Rich can provide, and he is available to help if and when needed. Mark moved onto the next line item which is Off Island Hourly Driver Salaries which is being reduced by \$5K from Version #2 to reflect fewer off island trips between Woods Hole and Hyannis to transport athletes to Nantucket. A new

off season inter-island ferry service is being piloted and these bus transportation resources are being shifted to the (fast) ferry transportation line. As this is a pilot program this number is an assumption, but Mark was hopeful. Suzanne took a minute to discuss the new ferrying plan, with Captain John's charter company, which does a lot of whale watches out of Plymouth. The fee would be \$29 round trip for students and coaches, and regardless of parent travelers or not, they will shuttle back and forth either way. The only thing that would prohibit them running is the weather, and they are licensed just one degree lower than the Steamship Authority for bad weather travel. The first trip is scheduled for this coming weekend. Additionally they will run multiple trips throughout the day so that students can get home earlier, if need be. Off Island Student Activities Tolls is the next item where adjustments have been made, and this line is being reduced slightly from \$850 in Version #2 to \$500 in Version #3 to more closely reflect recent actual usage. The final item for expenses is the Fast Ferry Fees line which has been increased by \$5K from Version #2 to reflect the inter-island off season ferry service discussed above. All of this totals a decrease of approximately \$38,000 on the expense side. The Elementary Bus/Other Reimbursements line has been increased by approx. \$31K from Version #2 to reflect the latest overall % increase in total transportation expenses. Because of those increased expenses the Chapter 71 (State) Reimbursements have been increased by \$11K from Version #2 to also reflect the latest % increase in transportation expenses. Kathryn asked about the Elementary Sped reimbursement and why it decreased by about \$52,000, to which Mark said a negative in this line is an increase in revenue and Mark looked at actual billing the last few years and used some actual numbers, in addition this was very complex and this is an area where Mark sought guidance from Rich LaBray. From the previous version, Mark was able to improve the budget request, both in terms of reduction of expenses and increasing the revenue assumptions by a total of about a little over \$81,000. Marsha asked for percentage clarifications to which Mark responded on the expense side, it's a 7.07% increase for total operating expenses and the reimbursements are essentially flat as they're approximately \$4,900 down, and you can see it's because of that reflecting what the recent calculation assumptions are in regards to elementary reimbursements to the high school. This last line item is looking at the Chapter 71 state reimbursements for the high school for transportation, and that would go up about 6.6%. The largest amount of increase dollar wise is non reimbursable on island transportation which reflects the changing structure of transportation currently still in negotiations. Kelly needed to leave early, therefore *Kathryn Shertzer made a motion to take the budget as presented to move it to the full committee, seconded by Kelly Scott. Roll Call: Shertzer - Aye, Shufrin - Aye, Scott - Aye. Motion Passes: 3-0-0*

Mark moved onto the Fleet planning portion of the budget, of which he expressed good news. In the original budgets presented there was a request to budget for the replacement of one yellow school bus, which has been further discussed and has been agreed that reducing the fleet by one school bus would be acceptable, this would give still leave the island fleet at 21 vehicles which would still leave sufficient spares should any busses be out for repair, inspections or need to be moved off the island. The next vehicle is the SPED Van which is being recommended to accelerate the purchase of this vehicle into FY26 (this year) and to use \$105K of MVRHS Rural Aid grant funds for this purchase. The remaining vehicle replacement needed is for the 2009 Prius/Ford Escape where it is recommended to also accelerate the purchase of one new Toyota RAV4 to replace both the 2009 Toyota Prius and the 2012 Ford Escape and to use \$32,205 of MVRHS FY26 Rural Aid grant funds for this purchase. Both the Prius and the Escape are categorized as SPED 7D vehicles - and the Toyota RAV4 would also be categorized as a SPED 7D vehicle. We would propose surplusung both the 2012 Escape and the 2009 Prius thereby shrinking our fleet by one (net) SPED vehicle - which could be positioned either off island or on island depending upon the need. Mark did note that there was a reporting error on the mileage of those Prius vehicles, and the highest mileage is the 2009 Prius, therefore that would be the one suggested to replace. At this time Rural Aid does need to be agreed upon in regards to use and that will happen with the entire school committee at a later date. *Kathryn Shertzer made a motion to take the budget as presented to move it to the full committee, seconded by Kelly Scott. Roll Call: Shertzer - Aye, Shufrin - Aye, Scott - Aye. Motion Passes: 3-0-0*

VI. Topics Not Reasonably Anticipated by the Chair

No Unanticipated topics at this time.

VII. Public Comment

No public comment at this time.

VIII. Executive Session: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel;

Did not enter into Executive Session during this meeting.

Vote Required

IX. Adjournment

Quorum was not maintained therefore there is no vote to adjourn.

Minutes submitted by Rebecca Claussen

Date of Approval of Minutes: January 5, 2026

Appendix A: Documents on File

- 1. 12.4.25 Transportation Sub-Committee Agenda**
- 2. FY27 Transportation V#3 FLEET PLAN - 12-04-2025**
- 3. FY27 Transportation V#3 LINE-ITEMS - 12-04-2025**
- 4. DRAFT Transportation Subcommittee 110625**
- 5. DRAFT Transportation Subcommittee 111925**

Appendix B: Zoom A.I. Next Steps

- 1. Mark: Resend Transportation FY27 Budget Version Number 3 email to Kelly**
- 2. Mark: Update line item description for off-island administrative expenses to clarify it's for summer maintenance and oversight**
- 3. Mark: Present fleet planning discussion and rural aid vehicle purchases to the full school committee for decision**
- 4. Transportation Subcommittee: Present approved budget version 3 to the full committee**