

**OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD**  
**Tuesday, October 19, 2010, 8:30 AM**  
**Oak Bluffs School Conference Room**

Present: Chair - Priscilla Sylvia, Melanie Marchand, Lisa Reagan;  
Others: Principal's Office – Carlin Hart, Jennifer Arnold;  
Superintendent's Office – Jim Weiss, Amy Tierney, Laurie Halt  
Recorder - Marni Lipke \*Late arrivals

or early departures

The meeting was called to order at 8:34AM.

**Minutes: September 21, 2010 (if available)** (Agenda Item #1)

The minutes were still in backlog.

**Financial Report** (Agenda Item #3)

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

The Fund was in deficit and participation was only at 167. The new delinquent payment policy was in place (see below p.2 #5 ). Staff was strongly encouraging eligible families to sign up for Free and Reduced Meals – which would also help the school in federal aid and grant applications.

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

The Budget was reviewed as usual and a number of deficits were noted.

- Principal's longevity was paid in September for the preceding fiscal year and was calculated according to the contract in force at the time of payment – in this case payment for FY10 calculated under the new contract.
- Dental insurance was almost always shifting as staff signed up or dropped off.
- A deficit for First Grade supplies was an over-order which was being returned.
- There were three different summer schools all routinely under-budgeted:
  - the Oak Bluffs School (OBS) program for students needing extra academic studies,
  - the OBS program for Special Education (SpEd) students,
  - the centralized MV Public Schools (MVPS) program for especially challenged SpEd students, funded out of the Supt./Shared Services Office and sometimes charged back to the local schools in enrollment fees.
- The Administrative Salary line would be adjusted with School Choice moneys (as voted).
- There seemed to be an unusual amount of absenteeism among the Island teachers and paraprofessionals. In view of this and the very tight Fiscal Year 2011 (FY11) Budget the Oak Bluffs School Committee (OBSC) directed Principal Carlin Hart to limit or eliminate substitutes for paraprofessionals.

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

- *LISA REAGAN MOVED TO AUTHORIZE THE WITHDRAWAL OF \$51,137.05 FROM THE SCHOOL CHOICE FUND TO PAY THE INVOICES AS SUBMITTED (see documents on file); MELANIE MARCHAND SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*
- Aging computers were becoming an issue at the OBS (see below p. 4 # 8).
- *LISA REAGAN MOVED TO AUTHORIZE THE EXPENDITURE OF \$8,990 FROM THE SCHOOL CHOICE FUND TO PURCHASE COMPUTERS; MELANIE MARCHAND SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSENTIONS.*

**Superintendent's Report**  
**Race to the Top Update**

(Agenda Item #4)

Supt. Jim Weiss, Assistant Supt. Laurie Halt, Lisa Reagan, MV Regional High School (MVRHS) Principal Steve Nixon, and Juanita Espina were working on the application for the Massachusetts Race to the Top funds (\$120,000 Islandwide over 4 years). The grant would be spent on professional growth, use of data to make decisions and a common core curriculum.

**Crossing Guard Safety Memo**

A fatal accident that claimed the life of a Boston crossing guard precipitated a review of training and responsibilities (for example a crossing guard's sole duty was to shepherd children across the street, not to direct traffic). Supt. Weiss would contact all local police chiefs to discuss the directive.

**Policy**

(Agenda Item #5)

**Second Reading OB Lunch**

The amendment was reviewed (see 9/ 21/10 Minutes p. x #x). The Administration was reminded that families in dire need could be referred to the Parent Teacher Organization (PTO) which had a fund for .

- *MELANIE MARCHAND MOVED THE SECOND READING OF THE AMENDED SCHOOL LUNCH POLICY; LISA REAGAN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSENTIONS.*

**Principal's Report**

(Agenda Item #6)

**Maintenance & Facility Issues:**

**Post Update** - The Highway Dept. was currently busy with paving however it hoped to install the posts next week. The posts would form an "L" shape to protect the sports fields from cars driving on the fields and parking (see 4/29/10 p.2).

**Fans** - Bathroom fan repair was working its way around the school.

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**8th Grade Auction** raised \$15,000 for their trip to Washington, DC!

**Play Nov. 19,20,21** – The play was Annie. Unfortunately several other school events were scheduled for the same weekend across the Island. There was a brief discussion on the difficulties of implementing an Islandwide calendar.

**Webpage** - was being updated to include the Carousel, lunch menus, sports, teacher email addresses, etc. Earlier in the meeting the OBSC had noted that the updated website was difficult to access (and see below: p. 4 # 8).

**K-5 Open House** - went well.

**Community Meeting** -The School Community gave a ceremony for former Principal Laury Binney. Shelves of books in the library on social programs and student centered education were dedicated to him, a book of art and notes from students in each classroom was presented, the school sang "Happy Trails to You" and everyone came up to give him a hug. Mr. Binney spoke briefly. It was noted that he had hired almost everyone in the building.

**PD Day** - Tomorrow, Wednesday, October 20th was an early release in-house professional development day. Staff could choose to work on: their electronic portfolio, MCAS analysis, literacy, etc.

**Poet – David Densmore** - gave several school presentations around the Vineyard sponsored by the Mass. Council on Arts grant and inspired a number of OBS students.

**6th Grade Alton Jones Trip** - was a huge success as usual with well behaved students and good reports

**Koi Pond** was being restored and hopefully dedicated to Bob Yapp.

**NAEP Assessment-4th Grade** The OBS Fourth Grade had been chosen to participate in a National Association of Elementary Principals (NAEP) nation wide test in February.

**Building Use** The current Building Use Policy was reviewed: only when custodians were on duty, youth groups taking precedent, trained designated person responsible for the building and no passing of fobs or keys, The Principal's decision could be appealed to the OBSC.

**Enrollment – 397** - had dropped from last year's 411. Of these 50-54 were school choice students. The drop seemed to be from a variety of reasons, out of district moves, Island exodus, school choice students returning to hometown schools...

**Personnel**

(Agenda Item #7)

**Grade Level Help**

An unexpected one-on-one paraprofessional (hired as a long term substitute) was needed during a student's diagnosis and initial treatment phase.

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• *LISA REAGAN MOVED TO ACKNOWLEDGE THE RETIREMENT OF ROBERT YAPP WITH EXTREME REGRET AND BEST WISHES; MELANIE MARCHAND SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSENTIONS.*

**Custodial Concerns**

- There was a long conversation not only concerning the OBS but across the Island.
- The custodians had a strong union with a contract including a clause forcing a time lapse between laying off custodians and contracting out services.
- All the MVPS buildings suffered from lack of technical skill or difficulty/disinclination to handle a number of upkeep issues: OBS itself was paying for BTU, extra landscaping, and plumbing/ fan repair due to lack of proper maintenance.
- The national standard was one custodian for every 20,000 sq. ft. – OBS was about 100,000 sq. ft. with 4 custodians.
- Evaluations were conducted annually and were Reduction In Force (RIF) were by seniority.

**School Advisory Council (SAC)**

(Agenda Item #8)

**October 14, 2010 @ 4:30PM**

In their first meeting of the year the SAC spoke at great length about computers and 21<sup>st</sup> Century skills (a primary goal of the School Improvement Plan). Because the budget cuts did not allow sufficient money to purchase/lease new computers the School was in some need. Teachers were unable to use a number of platforms which would enhance lessons, internet access was unreliable, licensing was not sufficient, hardware was too outdated to support current software programs, teachers were unevenly trained/skilled, trouble shooting was curtailing efficiency.

- Children were often playing with more advanced systems on their home computers. Similarly teachers often had to set up lessons on their home computers and bring them in to School.
- The Technology Teacher coordinated with teachers in integrating technology skills into the curriculum as well as being responsible for teaching the Technology Curriculum; however she was often too busy to address the curriculum appropriately. The Technologist/technician was responsible for maintenance of the server, computers, printers and other hardware.
- OBS had purchased the expensive PowerSchool program, one of the strongest and most versatile software tools on the market, capable of handling: attendance, grades, lunch payment, library, nurses office, etc. However the OBS as well as other Island schools were either not coordinating, not trained or using only 1% of the software capability.

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**Old /New Business**

(Agenda Item #9)

The OBSC discussed parking in regards to the new crossing guard directive. The matter would be on the November agenda and issues would include: police enforcement, busing, and parent compliance

**Parent Groups (PTO)**

(Agenda Item #11)

PTO would meet at 7:00PM, Tuesday, November 9th.

The next OBSC meeting will be 8:30AM Tuesday, November 16, 2010 at the Oak Bluffs School.

**Adjourn**

• *LISA REAGAN MOVED TO ADJOURN AT 10:09AM; MELANIE MARCHAND SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSENTIONS*

**Documents on file:**

Agenda 10/19/10

School Committee Meeting 10/19/10 Cover Sheet

Fund Balances 2010-2011 10/18/10

OBS General Fund Expenditure Report 2010-2011 (10 p.) 10/18/10

School Choice Expenses 2010-2011 (2 p.) 10/15/10

School Choice Approval

Hobart invoice 10/8/10

Allied Waste Invoice 9/30/10

Electronic Security Systems, invoice 10/1/10

Associated Elevator Co. Inc. invoice 9/30/10

Crossland Landscape Inc. invoice 9/23/10

Falmouth Glass and Mirror Co. invoice 8/30/10

Tilton Rental invoice 8/23/10

BTU Control invoice (2 p.) 8/14/10

Revolving Lunch 2010-2011

Revolving Lunch 2008-2009 9/11/09

YTD Sub Expenses 2010-2011

Mass. Exec. Office of Health & Human Services cover letter re: workplace fatalities 9/20/10

Mass. FACE - School Traffic supervisor was Fatally Injured... (8 p.) 7/14/10

**Approved as written November 16, 2010.**