

**OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD**  
**Tuesday, November 16, 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, Laurie Halt, Amy Tierney,  
Recorder - Marni Lipke  
\*Late arrivals  
or early departures

The meeting was called to order at 8:30AM.

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

• *MELANIE MARCHAND MOVED TO ACCEPT THE OCTOBER 19, 2010 MINUTES; LISA REAGAN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

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

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

After a collection drive the Lunch Fund deficit had been reduced. The Oak Bluffs School Committee (OBSC) again remarked on the high quality and healthiness of the food.

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

After encumbering as usual and adjusting accounting anomalies the Fiscal Year 2011 (FY11) Budget showed a \$38,400 residual for the remainder of the year. The OBSC noted: various unexpected expenses/deficits (Administrative salaries, custodial substitutes, etc.), residuals (salary increments) and projected expenses (possible additional SpEd assistant, three additional union contracts to settle, etc.)

- Prin. Carlin Hart would speak to the staff about the extreme financial situation. Substitutes for secretaries and paraprofessionals were frozen, as were supplies.
- No matter what stringency was instituted, it was clear that further (and probably disruptive) measures would have to be taken.
- The newly negotiated Teacher's contract had cost the OBS substantial longevity costs.
- *LISA REAGAN MOVED TO AUTHORIZE THE TRANSFERS OF:*
  - *\$10,125 FROM THE TEACHER INCREMENT LINE TO THE LONGEVITY LINE,*
  - *\$\$2,835.51 FROM THE WASTEWATER LINE TO THE TEXTBOOK LINE,*
- *MELANIE MARCHAND SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

- The first draft of the OBS FY12 Budget showed the FY11 Budget plus 2.75% due to:
  - contractual obligations (including a pool for unresolved negotiations),
  - the Supt. Shared Services Office Budget increase, and
  - a proposed employee list.

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- The FY10 Budget was being reconciled with the Town books. The OBSC acknowledged the death of former Oak Bluffs Financial Director Paul Manzi.

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

These invoices included: repair of the intercom, partial fan repair, walkie-talkies, and the first set of bills for the boiler repair (see below # 6).

- *LISA REAGAN MOVED TO AUTHORIZE THE WITHDRAWAL OF \$24,408.51 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.*

**Sub Report** (See documents on file.) – Already half the line had been expended.

**Superintendent's Report** (Agenda Item #4)  
**Special Town Meeting**

The unusual economy and political atmosphere generated concern over the passage of the residential tuition warrant article for \$107,510.50 from Stabilization (requiring a 2/3 vote).

**Policy** (Agenda Item #5)  
**Third Reading of OB Lunch Policy**

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

**First Reading Bullying, Cyber-Bullying and Harassment Policy**

These policies (along with the SAC developed anti-bullying plan) were required by the new Mass. Anti-Bullying Law. Except for the first few sentences the policies were all boilerplate (see 10/28/10 AISC Minutes p. 3 #V and documents on file).

- *LISA REAGAN MOVED THE FIRST READING OF THE:*
  - *MARTHA'S VINEYARD PUBLIC SCHOOL BULLYING POLICY;*
  - *MARTHA'S VINEYARD PUBLIC SCHOOL CYBER BULLYING POLICY; AND*
  - *MARTHA'S VINEYARD PUBLIC SCHOOL HARASSMENT POLICY**MELANIE MARCHAND SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

**Principal's Report** (Agenda Item #6)  
**Maintenance & Facility Issues:**

**Posts** to block vehicle access to the playing fields were in, thanks went to all who helped.

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**Boiler Update** (See documents on file.)

- The heating system was up and running after its recent failure. Uneven heat regulation was still a problem, and the air compressor still had to be replaced. Annual inspections were required by both BTU Control, Inc. and Mass. State.
- Investigation showed that glycol was a necessity for a smooth running system. Three quotes (see documents on file) showed cheaper if purchased off-Island and installed by BTU. IT WAS THE CONSENSUS OF THE OBSC TO PROCEED WITH THE PURCHASE AND INSTALLATION OF GLYCOL AT THE LOWEST BID.

**School:**

**PTC (Parent Teacher Conferences)** went well.

**Halloween Party** - Asst. Prin. Jennifer Arnold set up a great spooky graveyard.

**Veterans Day**- Amy Lukowitz and Leah Dorr organized a memorable day which was reported in the press.

**Student Community Service** – a number of students helped put up and take down the flags for Veterans Day.

**Book Fair** was a great success as was Grandparents Day. Students had worked on a “Hero Wall” choosing and talking about their heroes.

**Enrollment**

- With the help of Asst. Supt. Laurie Halt the staff had been surveyed on administration strength and weaknesses and Administration was also developing a vision for leadership and school beliefs.
- Vertical, grade level and all staff meetings would develop common assessments.
- The Vineyard Playhouse 4th grade theater project was charming.
- Thursday evening, December 2nd a student art show and student cooked vegan meal would be at Featherstone Center for the Arts.
- The OBS musical Annie would be performed this weekend November 19-21.

**Personnel**

(Agenda Item #7)

**Custodial**

Earlier in the meeting a discussion on custodians noted that two were out on leave again. Administration would meet with the staff to work out duty rosters. The excellent work of the substitutes was commended however there was general dissatisfaction with the attitude and quality of the custodial staff. The OBSC asked that all non-compliance be accurately documented.

- There was a brief discussion on facility preparation for Special Town Meeting tonight.

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**School Advisory Council (SAC)** (Agenda Item #8)  
**School Improvement Plan (SIP)** – Some timelines had been changed.  
**New SAC Community Member**

John Cummings had joined as a community representative.

**Parent Groups (PTO)** (Agenda Item #11)  
The Administration and Guidance Dept. would present a day in their lives to the PTO meeting tomorrow November 17th.

**Old /New Business** (Agenda Item #9)  
**Parking**

Earlier in the meeting the OBSC explored various ways to enforce or remediate continuing parking troubles. The Police presence made a difference but the problems returned as soon as they left.

- Chair Priscilla Sylvia signed Prin. Carlin Hart's three year contract.

The next OBSC meeting will be 8:30AM December 21, 2010 at the Oak Bluffs School Conference Room.

**Adjourn**  
The meeting adjourned at 9:47AM.

**Documents on file:**

Agenda 11/16/10

Mass. Dept. of Safety Engineering Section Certificate of Inspection 10/26/10

BTU Control, Inc. Estimate re: Antifreeze for Heating System 11/3/10

Paul email re: *Glycol* quote info.

T. E. Corcoran Co. Inc. Quotation re: OBS Glycol 11/10/10

Fund Balances 2010-2011 11/16/10

OBS FY'12 Budget Analysis Draft #1 11/16/10

OBS Proposed Employee List For 2011-2012 Budget Purposes (4 p.) 11/16/10

OBS Proposed Budget for 2011-2012 Draft #1 (7 p.) 11/16/10

OBS Budget Journal Entry FY 2010-11 11/15/10

OBS General Fund Expenditure Report (8 p.) 11/15/10

**continued**

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**Documents on file (cont):**

School Committee Meeting 11/16/10 Cover Sheet  
Fund Balances 2010-2011 11/14/10  
OBS General Fund Expenditure Report 2010-2011 (10 p.) 11/15/10  
Revolving Lunch 2010-2011  
School Choice Expenses 2010-2011 (2 p.) 11/14/10  
School Committee School Choice Approval 11/15/10  
Bardwell Electronics. invoice 11/6/10  
Crossland Landscape Inc. invoice 11/4/10  
BTU Control invoice (3 p.) 11/7/10  
BTU Control invoice (2 p.) 11/2/10  
BTU Control invoice 10/17/10  
BTU Control invoice 11/14/10  
SimplexGrinnell invoice (2 p.) 10/1/10  
Apple, Inc. invoice 10/26/10  
YTD Sub Expenses 2010-2011  
OBS Lunch Payment Policy 10/19/10  
Staff Lunch Program Debt Collection Policy 10/19/10  
Bullying Policy  
Cyber Bullying Policy 10/28/10  
Harassment Policy 10/28/10

**Approved as amended for typos December 21, 2010.**