

**OAK BLUFFS SCHOOL DISTRICT OF MARTHA'S VINEYARD**  
**Wednesday, February 20, 2008 11:00 AM**  
**Oak Bluffs School**

Present: Chair - Judi O'Donoghue, Lisa Reagan, Priscilla Sylvia;  
Others: Principal's Office - Carlin Hart, Gina Patti;  
Superintendent's Office – Jim Weiss, Amy Tierney, Laurie Halt  
Recorder - Marni Lipke \*Late arrivals

or early

departures

The meeting was called to order at 11:05AM.

- Next meeting: 4:00PM March 18, 2008

**Minutes: January Minutes read and approved** (Agenda Item #1)  
*PRISCILLA SYLVIA MOVED TO ACCEPT THE JANUARY 15, 2008 MINUTES AS AMENDED;*  
*LISA REAGAN SECONDED; MOTION PASSED UNANIMOUSLY: 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

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

**A. School Lunch Fund**

The Fund was again in deficit due to three payroll payouts and high December food costs. The report would be carefully checked for typos.

- Prin. Carlin Hart praised Helen Hall for streamlining and computerizing the lunch program statements and payment letters.
- Two families had signed up for free and reduced lunches.
- A Mass. State six year comprehensive lunch program audit was scheduled for April 2008.
- A notice of the large meat recall was sent to all Island schools.

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

The report was reviewed.

- The Circuit Breaker Fund could only retain one year's money – in this case 2007 funds. Consequently it should be spent down each year – a future residential placement could be paid three months in advance out of this fund.
- The Ch. 1 (also known as Title One) line item was always in deficit as it was funded by reimbursement.

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- A Student Activities Account was created with transfers from the previous Principal's Discretionary fund (see 8/21/07 Exec. Sess. Minutes). However, such accounts only allowed moneys raised by students so a new account was required.
- Such funds also had a maximum allowable balance.
- In addition the Petty Cash Fund should be revived and funds authorized by the Town. The Administration requested it be able to cover cash field trip expenses.
- *PRISCILLA SYLVIA MOVED TO RE-ESTABLISH A PETTY CASH ACCOUNT OF NO MORE THAN \$1,000; LISA REGAN SECONDED; MOTION PASSED UNANIMOUSLY; 3 AYES, 0 NAYS, 0 ABSTENTIONS.*
- It was noted that the usual *Shenandoah* trip was so over enrolled that the *Alabama* had also been booked—including two student scholarships one by the Parent Teacher Organization (PTO) and one by Prin. Hart.
- *LISA REGAN MOVED TO SET UP A SCHOLARSHIP/DONATION FUND TO BE USED AT THE DISCRETION OF THE PRINCIPAL SOLELY FOR THE BENEFIT OF THE STUDENTS; PRISCILLA SYLVIA SECONDED; MOTION PASSED UNANIMOUSLY; 3 AYES, 0 NAYS, 0 ABSTENTIONS.*
- There was a discussion on how to fund these two new accounts.
- The Oak Bluffs School Committee (OBSC) requested that the town apply a \$147.22 Cape Light Compact check for energy savings to the school electricity line.

**C. School Choice**

- Earlier it was reported that the first school choice payment (\$94,105) was received at the end of December 2007 with two more expected in March and June 2008.
- The duplicate bill for the Safe was paid once at the amount of the first invoice.
- As requested the BTU bills were being tracked by room.
- *PRISCILLA SYLVIA MOVED TO AUTHORIZE THE WITHDRAWAL OF \$2,782.79 FROM THE SCHOOL CHOICE FUND TO PAY THE INVOICES AS SUBMITTED (see documents on file); LISA REAGAN SECONDED; MOTION PASSED UNANIMOUSLY; 3 AYES, 0 NAYS, 0 ABSTENTIONS.*

**Superintendent's Report**

(Agenda Item #4)

**A. Student Activity Fund Policy** (See documents on file.)

Supt. Weiss distributed the MV Regional High School (MVRHS) and the Edgartown School Student Activity policies for comparison. He would draft a broad policy for first reading at the March meeting. The accompanying more detailed Student Activity Fund procedures would be worked out with Town and School administrators.

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- Prin. Hart suggested that School Accountant Judy Kitchin present a report to the OBSC.
- Supt. Weiss believed that budget shortfalls in a number of towns and political attitudes showed the Island schools were entering a time of potential financial difficulties. There was a brief report on Oak Bluffs Board of Selectmen meeting on the Fiscal Year 2009 budget shortfall.
- In addition the General Accounting Standards Board (GASB) 45 – regulation on unfunded retiree health insurance costs was likely to add to costs and generate an Islandwide fund assessed to various Island municipalities.

**School Advisory Council (SAC)** (Agenda Item #8)  
**March**

A joint All Island SAC/All Island School Committee refresher training and strategic planning meeting was being planned with Glenn Koocher of the Mass. Assoc. of School Committees (MASC)

**Principal's Report** (Agenda Item #6)

**A. Enrollment – 407.**

**C. Leo Frame – Brothers to Men**

Two MVRHSC students would be setting up a mentoring program with OBS students (with Guidance Counselor Bill Jones) as part of their Senior Projects.

**B. Lock Down Drill Feedback**

The first staff-only lock down drill went well on Friday February 15th. The Administration and the OBSC discussed feedback and procedures particularly intercom alternatives.

**F. Waking Beauty the school play went well. Other events are listed below.**

**G. Kdg./1st Gr. Concert 3/13 6PM**

**H. 2nd/3rd Gr. Concert 3/20 6PM**

**I. Talent Show 4/11**

**J. Room Usage \$**

**D. 20 mile race \$\$** Helen Hall asked if the Building Use fee was the same for one hour of use and one day of use. IT WAS THE CONSENSUS OF THE OBSC THAT THE FEE WAS MINIMAL AND THAT IT WAS THE COST OF A SCHOOL CUSTODIAN THAT WAS TIED TO TIME LENGTH.

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- Due to accountability and liability issues all custodians must be paid. Any custodian wishing to donate their time could then donate the pay-check back to the appropriate organization.
- The OBSC asked Secretary Helen Hall to check all building use insurance policies to ensure that the school was included as an insured party.

**Personnel** (Agenda Item #7)

Staff were informed of the planned shift in assignments at their meetings this week (see 12/11/07 Minutes p. 1-2). Both relevant one-year-only contract staff would receive notification their contracts would not be renewed and the remaining position would be advertised as required.

**A. Missy Smith**

At least six staff (including administrative staff) had notified the school of their intentions to return including Missy Smith. Sky Sonnenborg was required to notify the School of her intentions by mid-March.

**Executive Session** (Agenda Item #12)

*PRISCILLA SYLVIA MOVED TO ENTER EXECUTIVE SESSION AT 12:36AM NOT TO RETURN TO REGULAR SESSION UNDER MASS. GENERAL LAW CH. 39 SECTION 23B #5 FOR THE PURPOSE OF DISCUSSING THE FILING OF CRIMINAL CHARGES AND TO INVITE SUPERINTENDENT JIM WEISS, ASSISTANT SUPERINTENDENT LAURIE HALT, BUSINESS AFFAIRS AMY TIERNEY, PRINCIPAL CARLIN HART, ASSISTANT PRINCIPAL GINA PATTI AND RECORDER MARNI LIPKE TO BE PRESENT; LISA REAGAN SECONDED; JUDI O'DONOGHUE AYE, PRISCILLA SYLVIA AYE, LISA REAGAN AYE.*

**Adjourn**

*PRISCILLA SYLVIA MOVED TO ADJOURN AT 12:39AM; LISA REAGAN SECONDED; MOTION PASSED UNANIMOUSLY; JUDI O'DONOGHUE AYE, PRISCILLA SYLVIA AYE, LISA REAGAN AYE.*

**continued**

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**Documents on file:**

Agenda 2/20/08

OBS Fund Balance report 2007-2008 2/20/08

OBS General Fund Expenditure Fiscal year 2007-2008 (8 p.) 2/20/08

School Committee Meeting 2/20/08 Cover Sheet

OBS Fund Balances 2007-2008 2/13/08

OBS General Fund Expenditure Fiscal year 2007-2008 (8 p.) 2/13/08

OBS FY08 School Choice Budget Report 2/13/08

Revolving Lunch 2007-2008 2/13/08

Revolving Lunch 2006-2007 8/8/07

Alexander & Dyke HVAC Invoice 1/25/08

Alpha Locksmith Invoice 1/17/08

BTU Control Invoice 1/12/08

BTU Control Invoice 1/16/08

BTU Control Invoice 1/27/08

BTU Control Invoice 2/2/08

Buzz Blankenship Invoice 2/14/08

School Choice Expenses 2007-2008 (2 p.) 1/30/08

YTD Sub Expenses 2007-2008 2/13/08

Athletics Procedures (*MVRHS Financial Manual excerpt re: Student Activity*

Accounts (3 p.)

Student Activity Accounts 12/19/07

**Approved as written 3/18/08.**