

**Nantucket School Committee**  
**Meeting Minutes**  
**August 15, 2017**

1  
2 Present Members: Jennifer Iller, Tim Lepore, Melissa Bonvini Murphy, Pauline Proch, and Natalie Gammons

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4 The meeting was called to order by Chairperson Melissa Murphy at 6:00 PM in the Large Group Instruction room at  
5 NHS. Tim Lepore made a motion, Pauline Proch seconded and it was approved unanimously.

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7 **Comments from the Public**

8 None.

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10 **Presentations and discussions of interest to the Committee**

11 **4<sup>th</sup> Quarter Budget Update/Nantucket Community School/Food Services – Director of Finance,**

12 **Martin Anguelov**

13 Director Martin Anguelov began by explaining final numbers for Fiscal 2017 are two weeks late in closing through  
14 MUNIS and the Town accounts, but they were posted today, August 15<sup>th</sup> and he feels confident in the numbers.  
15 While the budget was one million more in dollars than the year before, due to many large projects and mainly the  
16 construction of the new Intermediate School, the budget was fully utilized and payroll reflected 79% of the total  
17 expenditures of \$26,086,642. He stated that the budget matched the District Goals and the official audit will begin in  
18 two weeks.

19  
20 Nantucket Community School closed the year with a deficit of \$92,441 - this was slightly higher than originally  
21 projected number. The deficit was largely due to a revenue shortfall in several programs, increased insurance  
22 premiums and the outlay of \$26,400 for the new Driver's Ed vehicle. Mr. Anguleov mentioned the positive fund  
23 balance will be able to cover the shortfall, but continuous decline in revenue will be problematic and NCS will need  
24 to re-evaluate the programming. Mr. Anguelov mentioned Extended Day and Swim Program income was in a  
25 decline and the School Committee asked the Director of Community School for any insight. Ms. Waddington  
26 explained that Extended Day revenues ebb and flow based on the age of students. The Dolphin Swim program  
27 running longer this year might have affected the swim membership lap/pool time options, thus impacting paid  
28 memberships. Also, learn to swim classes not having enough staff to teach causes cancellation of classes.  
29 Superintendent Cozort stated that either revenues in certain programs needed to increase or staffing in those  
30 programs needed to decrease, adding that it is tricky to figure out in advance what programs are necessary and what  
31 can be trimmed. Mrs. Pauline Proch suggested reaching out to Sheila Lucey, head of the lifeguarding program as a  
32 good resource for finding swim instructors.

33  
34 Food Services had an outstanding year, finishing with a deficit of \$4,565 versus the previous year deficit of \$38,777.  
35 This is the lowest number with Chartwell's as our food service provider, and is attributable to better cost controls and  
36 inventory management, as well as increased participation and increased Free & Reduced meals. The daily average  
37 sales increased by \$226 with the same number of days for last year. For 2017, 181,777 meals were served and in  
38 2016 164,271 were served. The difference is largely related to Free & Reduced meals. Mr. Anguleov complimented  
39 Ms. Sarah Erichsen, who has taken over the management of F&R plans and monitoring and has been more consistent  
40 and timely with handling paperwork and fiscal responsibilities as well as better communication with more families.

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42 **District Goals 2018 – Superintendent W. Michael Cozort**

43 Superintendent Cozort presented as his draft for 2017-2018 with four major goals:

- 44 1) Student achievement increases, learner engagement, and curriculum alignment with state standards;  
45 2) Ensuring a transparent and fluid budget process;  
46 3) Integrate new administrators into existing Leadership team;  
47 4) Maintaining a safe and nurturing environment, improving working and learning cultures

48  
49 Superintendent Cozort stated goals are drafted to initiate conversation and strategies. Many of the strategies remain  
50 the same such as the commitment to instruction and a fluid budget process. Fresh this year is to integrate the new  
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53 Administrators into the Leadership Team and provide opportunities for the group to develop a high performance  
54 team. This will inevitably foster a culture of positivity for staff and students. An additional goal is an increased  
55 focus on the social and emotional climate in the buildings, inclusive of safety and security (administrators will do a  
56 monthly walkabout with submissions to the Facilities Director). The Superintendent invited the Committee to  
57 comment, add, edit and offer any additional insight.  
58

59 **Committee discussion and votes to be taken**

60 Vote to Approve School Handbooks All handbooks have been previously revised and reviewed by the Policy Sub-  
61 Committee. The Intermediate School has mostly mimicked the Elementary school with some edits and will revamp  
62 the handbook with input from their School Council for next year. A motion to approve was made by Pauline Proch,  
63 seconded by Time Lepore and approved by the School Committee.  
64

65 Vote to Authorize Student Activity Accounts to be established or added. The following activity account action was  
66 authorized with a motion from Tim Lepore, seconded by Pauline Proch and approval from the Committee:

- 67 -Class of 2021 moved from CPS to NHS
- 68 -Class of 2024 moved from NIS (formerly NES) to CPS
- 69 -Class of 2025, 2026, 2027 moved from NES to NIS
- 70 -Class of 2031 established as NES Pre K class

71  
72 Vote to Authorize transfer from NHS Agency Account to NHS Student Activities Account for the Class of 2017,  
73 \$40,808.61. Superintendent Cozort commented on the large sum of money made by the class. Tim Lepore made a  
74 motion, seconded by Pauline Proch, with none opposed, the motion was approved.

75 *“On Motion, duly made and seconded, the Nantucket School Committee: approves the balance transfer of*  
76 *\$40,808.61 from the NHS Agency Account to the Nantucket Student Activity Account”*  
77

78 Vote to Approve Gift Donation from the Harvey Foundation to the NCS, 50 Gift Bags filled with “stuff” for reading,  
79 drawing and math activities. Tim Lepore made a motion, seconded by Pauline Proch, with none opposed, the motion  
80 was approved.  
81

82 Vote to Approve Gift Donation from Egan Maritime Institute \$7,475.80 & \$416.00 to CPS Gift Account. Pauline  
83 Proch recused herself from the vote; Tim Lepore made a motion, seconded by Jennifer Iller, with none opposed, the  
84 motion was approved.  
85

86 Vote to Approve Gift Donation from the Community Foundation for Nantucket, \$12,000 to NCS for the Ready, Set,  
87 School, Early Childhood Program Jenn Iller made a motion, seconded by Pauline Proch, with none opposed, the  
88 motion was approved.  
89

90 Vote to Approve Gift Donations for new staff from the Dreamland, Emma Ross Hair & Beauty and Island Pharmacy.  
91 Tim Lepore made a motion, seconded by Pauline Proch, with none opposed, the motion was approved.  
92

93 Vote to Amend Policy DJE – Bidding Requirements

94 The amendment is an increase in the dollar threshold from \$25,000 to \$50,000. Mrs. Butler had earlier expressed  
95 some concerns about bringing bids to the School Committee for review when the bid is an amount this high. The  
96 Superintendent mentioned it is important not to tie the hands of the procurement process when a time frame for  
97 advertising, acceptance and work is so finite. He asked for some clarification from the Facilities Director, Diane  
98 O’Neil and Finance Director, Martin Anguelov. Mrs. O’Neill explained how she functions within the state mandated  
99 process of MASBO laws. She reviewed how timing is very specific and sometimes the interval it takes to put a bid  
100 onto a School Committee agenda for review might squeeze the ability to move the process along in suitable fashion  
101 while aligning with state law. Mr. Anguelov reviewed the expectations set forth to him by his predecessor that bids  
102

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104 only needed to come to the School Committee when crossing Fiscal Years. He reiterated the importance of timing  
105 and efficiency. A motion was then made to amend the policy by Pauline Proch, seconded by Tim Lepore and  
106 approved. Chair Melissa Murphy asked for this to remain on the agenda for further discussion.

107  
108 Vote to Approve Polices – GBGB – Staff Health & Safety and GBGE – Domestic Violence Leave Policy

109 A motion was made to approve policy GBGB and policy GBGE by Pauline Proch, seconded by Tim Lepore and with  
110 none opposed, the motion was approved.

111  
112 Vote to Approve the August 1, 2017, Meeting Minutes:

113 Pauline Porch made a motion to approve the minutes, Tim Lepore seconded, and the motion was approved.

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115 Vote to Approve the July 26, 2017, Workshop Meeting Minutes:

116 Jenn Iller made a motion to approve the minutes, Pauline Porch seconded, and the motion was approved.

117  
118 Vote to Approve the August 3, 2017, Workshop Meeting Minutes:

119 Jenn Iller made a motion to approve the minutes, Pauline Porch seconded, and the motion was approved.

120  
121 Vote to Approve the Transfers & Invoices

122 With no transfers other than payroll, Tim Lepore made a motion to approve the transfers and invoices, Pauline Proch  
123 seconded, the motion was approved.

124  
125 **Superintendent’s Report–W. Michael Cozort**

126 **Friends of Nantucket Public School, M’Ocean Pix Drive-In Update** – The Superintendent offered the opportunity  
127 for Logan O’Connor, Vice President and Enrichment Chair of FONPS to update the Committee on the proceeds from  
128 the Annual Drive in. In the fourth year of the fundraiser, Mrs. O’Connor shared the first year yielding a small  
129 positive net earnings, has been followed with three years of increased net gain for total revenue of over \$35,000.  
130 These proceeds go directly to the school district. Mrs. O’Connor thanked the many associations, boards, committees  
131 and volunteers for their support in making this a great evening, laughing that many people, despite the monumental  
132 coordination it takes to make the drive a reality every year, wish it were a once a week reoccurrence!

133  
134 **Enrollment Update**

135 Offering a projected number, the moving target shows all schools hovering around 350 with the exception of the high  
136 school at the highest numbers ever. Special Education department has moved to NES to make room. The total in the  
137 district as of today is 1612.

138  
139 **Hiring Update**

140 Requested by Pauline Proch, Superintendent gave a quick synopsis of the hiring going on in all schools. NHS is in  
141 good shape with the Library position filled with a librarian who has renovation experience in this area. Also hoping  
142 to soon fill the ELL position and eager to find a Landscaping part-time teacher, but so far not finding a suitable  
143 candidate. The Athletic Trainer position has been filled and the staff member, Matthew Hunt, will start this  
144 weekend. CPS is fully staffed. NIS has filled the 5<sup>th</sup> grade position and a TA and is looking to fill the .2 FTE  
145 Spanish teacher recently advertised. NES has the biggest needs with the IDSC PreK, and some other Pre-K spots.  
146 While there are a handful of TA positions to fill, there is a good candidate’s pool.

147  
148 **On the Horizon** – Superintendent Cozort shared the Math Report will be presented next meeting, along with  
149 Superintendent Goals that align with the District Goals. Also, reports on Summer programs, a Building & Grounds  
150 Update, and possibly the new 2018-2019 Calendar. Chair Murphy asked to have an update of the first day of school,  
151 an exciting day especially with the new school opening. She thought perhaps we could have photos on the website of  
152 the ribbon cutting and tours which will take place on August 31<sup>st</sup>. Superintendent briefly discussed the invite coming  
153 for the ceremony, and will include Town, NPS, the parents of NES and NIS students.

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155 **Subcommittees & Acknowledgements**

156 Chair Melissa Murphy suggested to the Superintendent and the Committee to look at the Horizon and perhaps tweak  
157 the timeline a bit. She wished to shift a few things around to the second meeting in September.

158

159 Sub-Committees:

160 No updates

161

162 At 6:47 pm the School Committee adjourned on a motion made by Pauline Proch and seconded by Tim Lepore, and  
163 unanimously approved.

164

165 Respectfully submitted,

166 Logan O'Connor, School Committee Clerk