

**Nantucket School Committee**  
**Workshop Meeting Minutes**  
**December 10, 2019**

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2 Present Members: Jennifer Iller, Zona Butler, Pauline Proch (arrival 4:38), Steve Sortevik, Superintendent  
3 W. Michael Cozort and Deputy Superintendent, Elizabeth Hallett  
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5 The workshop was called to order when a quorum was present, by Chair, Jennifer Iller at 5:05 PM in the Nantucket  
6 High School LGI. Steve Sortevik made a motion to approve the agenda which was seconded by Zona Butler, and the  
7 Committee approved unanimously. The Chair motioned to move to a Workshop with the same persons approving.  
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9 **District Improvement Plan**

10 Chair Jennifer Iller welcomed everyone and stated the primary focus of this workshop is to hear about the District  
11 Improvement Plan. Dr. Elizabeth Hallett offered the final draft version and refreshed the School Committee on the  
12 SWOT Analysis done in the early Spring, outlining a collaboration from the Principals and Administrators of  
13 Strengths, Weakness, Opportunities and Threats. This type of plan is akin to a standard business plan and one that is  
14 being readily adopted by many districts throughout the Commonwealth. The plan is a three-year plan, aligning the  
15 objectives with School Committee Goals and which seems to be a successful format, allowing for continual growth  
16 in a plan that is considered a living document and one that is flexible and fluid. The NPS “DIP” Plan has maintained  
17 the Mission, Vision and Core Values from the previous Strategic Plan and puts forth a ‘theory of action’ meaning:  
18 we set expectations to help guide us and if we do what we want to do, we will see success. There are four  
19 Objectives: Improve Student Learning and Achievement, Increase Support, Equity and Access for all Students,  
20 Secure and Maximize Resources and Nurture a Culture of Inclusion, Collaboration and Communication. Within each  
21 Objective, multiple strategic initiatives or sub areas to help achieve those objectives. Dr. Hallett discussed how Year  
22 One is important, because it sets up the design for putting the plan into action. She showed how the plan illustrates  
23 the Strategic Initiative, the monitoring progress/process benchmark, the evidence of change, the person(s)  
24 responsible, a completion date and the status. She asked if there were any questions. Chair Jennifer Iller asked what  
25 are the next steps? Dr. Hallett responded it is to “live” the document, mark the updates and follow steps of  
26 implementation. Superintendent Cozort added how the School Improvement Plans, coming to the School Committee  
27 in January, are a direct link to the DIP and how the small differences among each SIP varies based upon age  
28 differences and emotional growth stages. He added it is important to differentiate that some measures are qualitative  
29 as opposed to quantitative. Zona Butler stated she liked the document, but feels it might become too large and a bit  
30 overwhelming and added she does not want the SC to lose sight of the plan. She asked to have some formatting to  
31 show dates and pages. The Superintendent said it can be added to the website so the community can see the progress  
32 (like the previous Strategic Plan has been on the website). Steve Sortevik asked about a state mandate he stumbled  
33 on the MASC website and that the state will be asking districts to comply by April 2020 in providing a morphed DIP  
34 plan to the Department of Education. The Superintendent asked to see this information Mr. Sortevik was referencing  
35 and he will follow up with DESE. The School Committee had some questions regarding some small language  
36 changes. Mrs. Butler and Mr. Sortevik questioned quarterly updates from the School Committee and felt this would  
37 be difficult to meet and thought perhaps an Annual update would be more realistic. The Superintendent thought the  
38 Summer would be a good time to review the plan and roll out changes and updates in September of the new academic  
39 year.  
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41 Steve Sortevik asked about improving the translation and interpretation offerings within the district, and Dr. Hallett  
42 asked him if that meant a faster turnaround rather than improvement of the actual documents. Through the Chair,  
43 Director of ELL, Kelly Cooney, responded there are people in place performing this work and it has become a large  
44 task that is within a multitude of other daily items this group attends to throughout the day. She feels colleagues need  
45 to understand more about the process and timelines. Superintendent Cozort stated we put into the budget last year,  
46 and received, an increase for these services but simultaneously, we continue to see an upswing in foreign speaking  
47 families. Every district is challenged with similar situations.  
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49 Mr. Sortevik had a list of additional concerns and questions: He asked about recruiting efforts, specifically attending  
50 fairs to help our district look for and attract teachers. All the Principals shared their recruiting fair  
51 attendance/experience. Mr. Sortevik asked about the Budget Ad Hoc meetings and expressed concern about the

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timing and availability of these meetings, especially with Town Administrator, Libby Gibson coming in a week to deliver the Town Presentation. Superintendent Cozort reassured his meeting with Town (accompanied by Deputy Superintendent, Elizabeth Hallett) has given us a window of where the budget will land. Mr. Sortevik continued he is unhappy with the Town projected 10% increases in revenues and only 2% going to the school. He feels a meeting with the Town is warranted. The Superintendent suggested that the School Committee should hear the report of the Town Manager before making any assumptions about the amount the school will receive. Finally, Mr. Sortevik circled back to the District Goals and the District Improvement Plan and expressed his apprehension that Math has not been specifically written and referenced within the documents. He leaned on the Data to say how the district continues to need help in Math. The Superintendent responded that while he does not deny that math is a weakness, we have made great strides as evidenced in our Data, and that it is important to stress work, focus and improvement in all areas, not just one.

At 5:54 the School Committee adjourned on a motion made by Zona Butler and seconded by Steve Sortevik, and unanimously approved.

Respectfully submitted,  
Logan O'Connor, School Committee Clerk