

**Nantucket School Committee**  
**Meeting Minutes**  
**December 4, 2018**

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2 Present Members: Zona Butler, Jennifer Iller, Tim Lepore, Pauline Proch, Steve Sortevik, & Henry Dupont

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4 The meeting was called to order by Chair, Tim Lepore, at 6:00 PM in the NHS Long Group Instruction Room.  
5 A motion was made for approval of this agenda by Pauline Proch, and seconded by Jennifer Iller, and was approved  
6 by the Committee.  
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8 **Comments from Public - None**  
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10 **Presentations and discussions of interest to the Committee**

11 Prior to the presentation from Mr. Viselli, Dr. Buckley, NHS Principal wanted to mention the highest ever numbers in  
12 attendance for the recent Principal's Breakfast: Sixty-Four (64) students - 20 males and 44 females reached this  
13 milestone, including five SPED services students and three ELL who have flepped.  
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15 **Student Success Program – NHS Teacher, Andrew Viselli**

16 Mr. Viselli reviewed the goals of the program and how it has expanded, while acknowledging his students' amazing  
17 work. He feels that, in order to maintain the integrity of the program, it is necessary for him to act as a "gatekeeper"  
18 to authenticate those students who "should" move in and out of the program. He mentioned the program's infancy  
19 when teachers considered the Student Success (Alt Ed) program as a place to funnel students who needed a break  
20 from the routine classroom. Being a Gatekeeper helps pinpoint students who needs a type of non-traditional setting  
21 more full-time, and allows for a richer educational situation for those who need the alternative environment. Mr.  
22 Viselli also mentioned the adoption of the program in the middle school, now shaping itself this year with new staff  
23 member, Mark Gonnella.  
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25 In the high school, there are currently 42 students in grades 9-12, including 7 seniors full-time and 4 not registered  
26 yet for credit recovery, but with hope to enroll them. He hopes that 11 students will be on schedule for graduation in  
27 June. Mr. Viselli reviewed his daily involvement and movement, which can include: teaching an Intro Biology  
28 course; APEX learning on line allowing some students to be off campus; Project Combine, which works with the Alt  
29 Ed program in Martha's Vineyard; behavioral consultations and behavioral plans; and being just "that person" for  
30 students to connect and/or download when a day gets overwhelming for them in some way. He was pleased to share  
31 that having a Teaching Assistant (new this year) allows him more freedom to move about and connect more easily  
32 with students currently in the program, but also he can touch base with students who have mainstreamed into the  
33 regular education classroom settings. He proudly gave his review of Quarter 1, reporting that his students passed 88%  
34 of their classes and with their goal being 85%.  
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36 Mrs. Proch was curious what has the highest number of attendance been and Mr. Viselli thought aloud,  
37 approximately 56. He cautioned that it is important to move students out of his program when they show readiness,  
38 because maintaining them (for years) is detrimental to their growth. Mrs. Iller asked what is the average attendance  
39 in this program and how are students identified. Mr. Viselli offered two full semesters as an average to help build  
40 time management skills, teach how to alleviate stressful situations, and give students a foundation to move forward.  
41 The goal is for them to matriculate into regular educational situations. Identification of individuals comes with  
42 consideration from Social Workers, Guidance, and the Principals. Interestingly, not all students like to be identified  
43 as part of this program and the staff works to ensure this does not impede the learning process. Mrs. Proch asked  
44 about Mr. Viselli's budget, where it come from and his wishlist in this area. He answered he wished to have a small  
45 but direct individual budget line for just his program in order to commandeer some off campus travel for working  
46 projects. He thinks this can spark creativity and team building. He summed up that when he is in need of something  
47 he contacts outside community people in the hope of receiving some aid to support whatever it is he is doing. Dr.  
48 Lepore wanted to know the breakout of male to female and Mr. Viselli replied it is very male heavy with only two  
49 females currently in the program. Mrs. Nicole Gross, another NHS teacher, runs a sub-group which seems to have  
50 more females in that group, which might be attributable to personalities and comfort levels of all involved.

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**Budget Development FY 20**

Superintendent Michael Cozort shared that the presentations (Athletics, Technology, Facilities and the Community School) included support details in their printed packet and a four page overview displayed for the public audience to view. In this presentation are details of needs and wants and it is important for the School Committee to understand the Town Appropriation will undoubtedly not cover all the requests. The school budget process begins in September, working with Administrators, School Councils, and staff to discuss needs. The District Team then offers their requests, and these are then added to the “roll forward” figure which includes contractual agreements. The Administrative Team must next gather to determine priorities and make recommended cuts to reach whatever the appropriation is. Finally, this will be presented again to the School Committee and the residents at a budget hearing.

**Athletics – Director of Athletics, Christopher Maury**

Mr. Maury presented the Athletics budget which represents 3% (\$733,720) of the overall budget, and 64% of that is payroll. He noted that of the 64 Principal list recipients, 38 are student athletes in the Fall. He then went on to review his budget which has largely remained the same for the last 11 years, although Mr. Cozort noted that coaching stipends have increased in numbers based on new sports being added and that the stipend amounts have also increased in the budget. The largest portion of the budget expense is the travel/transportation services. There are no new funds requested ,because the participation fee system and the Booster Club provide many of the supplies that are needed. Zona Butler was curious how much the participation fees bring in and Mr. Maury responded it is approximately \$105,000. Jennifer Iller complimented Mr. Maury’s work as the AD, but expressed concern that he can maintain that level with increasing teams and student participation, and demands for the sports and sports safety protocols. She also asked about travel and the number of coaches that make the off island trips. Mr. Maury shared that the department tries to have two coaches travel to keep a good safe ratio adult to student. He said many coaches volunteer their time and added that generally speaking, no coaches coach for the money – they do it for the love of the sport and the sharing and teaching the sport to the students. He also discussed the Athletic Trainer position which moved from a part-time to a full-time position last year. Budget wise, this now comes out of the contractual agreements not the Athletic budget and that helps the bottom line. He noted that the Athletic Trainer, Matt Hunt, has contributed so much to the athletics department. Beyond his duties as Athletic Trainer, he serves as “extra eyes and ears” on and off the fields and the students respect him greatly. Tim Lepore added he feels the program is well run. He further asked about helmet safety and how often the helmets are checked and cleared for play. Mr. Maury talked about Riddell recertifying helmets every year by mandate and does this for both Football and Lacrosse.

**Technology – Director of Technology, Jennifer Erichsen**

Mr. Cozort welcomed Jenn Erichsen with her first time presenting to the School Committee. She began that her budget represents 3% (\$999,111) of the total budget and 49% (\$494,452) of that is for payroll. With the exception of the \$133,000 hardware upgrade (that was discussed previously for the Chromebook initiative and hardware necessities) the budget has remained fairly consistent. Technology is now integrated into everything that happens in the district. It continuously evolves and grows to accommodate priorities as they come up. With the increased demand, Mrs. Erichsen gave an overview of her proposed increases in personnel, professional services, hardware and software to best handle the demands. She offered a description of each area and what the rationale for the increase would be and also provided a comparison from 2010 and 2019 to illustrate the enormous growth throughout the years. Pauline Proch stated how impressed she is with the budget and was curious if the funding will support the needs of year-round. There was discussion about how the district now functions literally all year long with programming happening even in the summer and every single aspect requires technology infrastructure support. Jennifer Iller wanted to know about recycling the Chromebooks and how often do they get cycled out. Mrs. Erichsen reviewed how they clean or repair and tweak for a life expectancy of about four years, then they get used for parts. Steve Sortevik was surprised that the Director was not asking for more technology funding for both equipment and staffing. Superintendent Cozort noted that many years we have been able to supplement the equipment line with unanticipated year-end surplus, but we cannot always expect that to be an option.

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**Facilities – Director of Facilities Diane O’Neil**

Mrs. O’Neil presented her proposed budget for Facilities and Grounds, which represents 13% (\$3,734,993) of the overall budget for FY20 with 48% (\$1,786,993) of that as payroll. She offered her proposed changes which showed both increase requests and decreases where she felt she could shave off some estimates based upon actuals of expenses. Electricity for NES and NHS were both decreased by \$20,000 and \$25,000 respectively, feeling comfortable with these decreases based upon the previous year. She is asking for another custodian at NIS and also to increase the funding for the full-time Electrician/HVAC/phone/technician position that we have been trying to fill for over a year - the increase to the position salary will hopefully bring more potential candidates. She is requesting an increase for central system maintenance contractors and equipment contractors, areas of expenses that simply cannot be ignored in order to keep the facilities and systems functioning properly. Mrs. Proch asked about the custodian for NIS. Mrs. O’Neil responded we need another 1.0 full time custodian to keep up with the size of an additional school and its cleaning demands. Our enrollment numbers are up, with have four schools and the schools function year round. There were questions from the Committee about the reported energy savings of \$5,000. Mrs. O’Neil reviewed the LED light switchouts in the Auditorium, the Library and on the Stadium Field, all contributing to the savings. Mrs. Iller asked about the copier usage and was hoping to get information on the numbers to better evaluate the needs and she also asked about the NHS vestibule. Mrs. O’Neil answered that a review and evaluation of the copiers is currently underway and the vestibule is progressing, with the bids out and the whole process should be moving forward in February. Dr. Lepore asked about the Windmill – the credits are down slightly, but the savings are dependent upon the market value.

**Nantucket Community School – Director, Tracy Roberts**

The Community School budget is made up of the Town Appropriation, Income and Expenses, Grants & Gift Accounts and Personnel and Benefit costs. Under new leadership, the Community School is doing well currently, creating a cohesive environment and finding a nice balance of programming-to-income to best serve the community. The 20 year historic comparison shows the Town’s Appropriation ups and downs and how it impacts the NCS budget with FY20 hoping for a \$500,000 Town appropriation. If NCS is able to secure that amount they feel strongly they can maintain low cost program registration fees and related operational costs. Zona Butler asked about the percentage of the overall budget, but without the set Appropriation, that is a number that is hard to calculate. Mrs. Proch was enthusiastic about how things were progressing and how it is important to understand that some programs sometimes carry others. Mrs. Roberts took that opportunity to talk about how well the Driver’s Ed program is doing; so well in fact, they hired a fulltime person to run Driver’s Ed. Extended Day is doing equally well, with the numbers increasing and a collaboration developing between the PreK program and Pathways as well.

**Committee discussion and votes to be taken**

Vote to Approve Donation to NHS Gift Account for Nursing & Allied Health Program, from Dorothy Harrison Egan Foundation, \$15,000 Steve Sortevik made a motion to approve, Pauline Proch seconded, and the motion was approved.

Vote to Approve NHS Diversity Club Field Trip to Boston’s Cultural Center & Cambridge Cultural Survival Bazaar, December 15 & 16, 2018 Pauline Proch made a motion to approve, Zona Butler seconded, and the motion was approved.

Vote to Approve the November 13, 2018, Meeting Minutes Pauline Proch made a motion to approve the minutes, Steve Sortevik seconded, and the motion was approved.

Vote to Approve the Transfers & Invoices Pauline Proch made a motion to approve, Zona Butler seconded, and the motion was approved.

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

**Enrollment**

Enrollment shows four students down from the previous month. The month of December often shows a lot of Enrollment and Withdrawal movement. Mrs. Butler asked about the numbers in each school and was curious about four withdrawals in three of the schools. Mr. Cozort, Dr. Cohen, and Mrs. O’Connor concurred there are fluctuations based on seasonal employment, housing and extended vacations.

Horizon is on track for the many budget topics coming up as we move into the FY20 process. Next meeting will have all four schools as well as ELL and SPED. There will also be a review of the space utilization (requested by the School Committee) as well as the Annual and District Report Card.

**Subcommittees & Acknowledgements**

Policy – A meeting was had by the subcommittee.

**Student Council – Henry Dupont**

There is a lot going on with December Delight and the planning of another dance around Valentine’s Day. They are also looking to add some sports tournaments in the Spring akin to the Badminton tourneys. Veritas is in press week – it’s a very busy time of year. Mrs. Proch was curious how many students attended the previous dance and Master Dupont said it was a good number and Student Council raised around \$1000. Powder Puff also generated some fundraising money for the Harvey Foundation, although it was very, very cold that night.

Finally, Mrs. Proch commented on the previous Superintendent Search Focus Groups and how well they went, providing a platform for solid dialogue and that they were informative. She urged people to take the online survey if they have not already. Mr. Sortevik attended all five Focus Groups and agreed, people seemed comfortable to speak their minds.

At 7:47 pm the School Committee adjourned on a motion made by Pauline Proch and seconded by Steve Sortevik, and unanimously approved.

Respectfully submitted,  
Logan O’Connor  
School Committee Clerk