

**Nantucket School Committee**  
**Meeting Minutes – Remote Participation via ZOOM and Youtube**  
**May 5, 2020**

Present Members: Chair Jennifer Iller, Vice Chair Timothy Lepore, Zona Tanner-Butler, Pauline Proch, and Steve Sortevik. Also present from the Studio, NCTV Representative Andrew Cromartie, IT facilitator and presenters as guests: Dr. John Buckley, NHS Principal; Martin Anguelov, Chief Financial Officer; Diane O’Neil, Director of Facilities (all three presenting in this meeting) - Meeting is a Remote Participation Meeting via “ZOOM” in compliance with Governor Charles Baker’s mandate during the COVID-19 Pandemic.

The meeting was called to order at 6:00 PM, by Chair Jennifer Iller. Prior to approval of Agenda, the Chair read into the Minutes, scripted instructions for procedure of this meeting:

**Read into the March 24 Meeting Minutes at the Start of the Meeting - Confirming Member Access:**

*This is Jennifer Iller, Chair of the Nantucket School Committee. Permit me to confirm that all members and persons anticipated on the agenda are present and can hear me. Members, when I call your name, please respond in the affirmative: Tim Lepore, Vice Chair, Zona Butler, Secretary, Pauline Proch, Steve Sortevik*

*Staff, when I call your name, please respond in the affirmative: Superintendent Michael Cozort; Deputy Superintendent Elizabeth Hallett; School Committee Clerk, Logan O’Connor; Director of Technology, Jennifer Erichsen*

*Good evening. This Open Meeting of Nantucket School Committee is being conducted remotely consistent with Governor Baker’s Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the “COVID-19 Virus.” In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor’s Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.*

*The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment.*

*For this meeting, Nantucket School Committee is convening by video conference via Zoom App as posted on the Town’s Website identifying how the public may join.*

**Each vote taken in this meeting will be conducted by roll call vote.**

A request was made to approve the agenda. Steve Sortevik made a motion to approve the agenda, it was seconded by Zona Butler and was approved unanimously by roll call vote.

**Comments from the Public**

The Chair waited over two minutes with no person offering comment.

**Presentations and Discussion of interest to the Committee**

**NEASC Update – Dr. John Buckley, NHS Principal**

Dr. Buckley started with a quick history of the NEASC process for Nantucket High School. 2005 was the first year NEASC was implemented in our district, and the programmatic umbrella included seven standards to be met, which resulted in 36 commendations, but 52 recommendations for Nantucket to address within a two-year span of time. The district tackled and improved ten of the recommendations. Jumping ahead to 2009, NEASC asked for 13 more recommendations to be addressed. Within a year there were only three items left and by 2013, NHS backed away from this process (as did many other districts) citing it was too time consuming and financially burdensome. In 2017, NHS rejoined and NEASC now outlined five standards: Learning Culture, Student Learning, Professional Practices, Learning Support & Learning Resources. NHS received 30 commendations and only 6 recommendations. Dr. Buckley paraphrased the entire process is to define the “Vision of a Graduate” and he reviewed each standard and how NHS achieves this ideal. He also detailed each commendation and recommendation and what steps NHS has delivered to address both. There was particular focus on two recommendations: One, the role of department leaders in the building and how they support the work of curriculum, instruction, and assessment, how best to do this, how best to select those individuals to lead.

**Nantucket School Committee**  
**Meeting Minutes -Remote Participation via ZOOM and Youtube**  
**May 5, 2020**

He feels this upcoming year is a good time to examine this process. The second focus recommendation was to develop a plan to assist with creating dedicated space for science laboratory and classroom space. Dr. Buckley reflected on how the standards have changed for science, in particular, and the graduation requirements increasing to align with the lab space needs along with our class size almost doubling since NEASC originated in our district. Dr. Lepore was curious about the department head conversation and thought it might be hard in a small district. Overall, the School Committee was very pleased with the incredible work Dr. Buckley and the staff have done with NEASC and thanked him for his efforts and his leadership.

**End of Year 2019 Audit Report – Chief Financial Officer, Martin Anguelov**

Mr. Anguelov was very happy to report Roselli, Clark & Associates submitted for a third year in a row, a clean audit, in full compliance and with zero findings - he added this is a repeated goal for his work. While there were some end of the year (EOY) changes to expenses for the technology lines, this was only to show a breakdown, because we had added funding to the Technology department in the approved budget. Pauline Proch asked if this was considered a full audit and Zona Butler questioned how this is considered an actual audit, because of language in the standard letter alluding to the accountants not performing an audit. Mr. Anguelov explained this is a standard letter, and with no findings there would not be a detailed reporting, this was “what we want”. Superintendent Cozort offered to the Committee he could reach out to the accountants for more of an explanation on the full audit authenticity, but Mr. Anguelov reminded everyone these reports are complete. He stated these reports are required by the Department of Education every three years and the scope of the audit and the necessary documents justifying the expenditures is set by DESE.

**3<sup>rd</sup> Quarter Budget Update – Chief Financial Officer, Martin Anguelov**

Mr. Anguelov offered a simple chart to depict expenses and payroll expenses at \$374,652 which is less than last year largely due to the \$330,679 reduction in purchase orders and encumbrances and payroll being less due to vacancies that had to-date been filled and no substitute payouts since March 13, representing our shift to remote learning due to the COVID-19. At this date 67% of expenditure funding is currently committed compared to 72% last year at this time and payroll for a comparison was increased by \$248,110 with COLA increases. He also noted this was an odd year for the payroll calendar (every seven years) which was operating this year at 27 payrolls versus the more typical 26 for last year.

The Community School expenses and encumbrances for the third quarter decreased by \$39,939 compared to the same time for last year and the revenues in this quarter are down \$9,354 compared to last year. Actual program revenues are \$59,354 less than last year, but with the TON appropriation at \$50,000 higher in 2019 it offsets the programming revenue decline. The two previous quarters showed very solid trends, higher than previous years and unfortunately, due to the COVID-19 closure of schools, NCS will not finish with a solid financial year. This is a challenging shortfall after so much hard work and momentum, but the commitment to support NCS and absorb the revenue decline and remain financially sound is a goal of the district.

The School Lunch Program as of March 13, which was the last operating day of actual in-school service, operated in a deficit of \$52,337 versus a deficit of \$51,507 at the end of the quarter, March 31 for last year. Sales decreased by \$16,950 with operating days totaling 116 versus the previous year of 128. However, the district has still been serving breakfast and lunch in the high school parking lot, every school day, along with the help of Island Kitchen. For the period of March 16-March 31, they have served 678 lunches and 682 breakfasts. Mr. Anguelov felt the program was trending very well and was looking to finish within the subsidy (\$55,436) amount projected. He is committed and hopeful to ensure the financial sustainability of the program. He also thanked and praised Food Services Director Linda Peterson along with Patrick Ridge and Island Kitchen for doing such a fantastic job with the food program in our COVID-19 situation. These meals are for anyone, not just Free & Reduced participants and Mr. Anguelov stated the closure meals will be reimbursed from the State at the free rate. Pauline Proch asked about the school lunch subsidy and Mr. Anguelov responded how it has dropped dramatically from over \$185,000 to the \$50,000 present subsidy. Superintendent Cozort reminded the School Committee a subsidy is a common line for a district to carry and also reminded them how actual school lunch debt was once over \$78,000 and is now very little. Chair Jennifer Iller wanted to stress to the community how the breakfasts and lunches currently being served are for every student and no one needs to qualify for F&R to participate in this food program - It is especially important now while families are struggling.

**Nantucket School Committee**  
**Meeting Minutes – Remote Participation via ZOOM and Youtube**  
**May 5, 2020**

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

Director, Diane O’Neil offered an overview of completed projects for all schools, dating from May 16, 2019 through May 1, 2020. The list is comprehensive and gave details of the project, the cost and the completion date. She noted a few items for each school:

**Nantucket Elementary School**

- The National Grid project replaced all the outside lights and added a few in back for safety reasons
- Replaced kitchen cabinets in five classrooms
- Removed carpet in five classrooms and areas and replaced with vinyl, much easier to clean and keep sanitized
- Took out coco mats in entrance ways
- Major HVAC work

**Nantucket Intermediate School**

- Leak issues in a few key areas
- HVAC repairs and rebuilds

**Cyrus Peirce Middle School**

- Removed carpets in four rooms
- Work in dance studio
- Window screens and shades removed and/or replaced (in coordination with the students in NHS Wood Shop)

**Nantucket High School**

- Replaced risers in auditorium
- Vocational Wing had floors redone
- Locker replacement and painted upper and lower levels
- Pool area locker room updates and repairs
- Pool compressors replaced
- Front office renovation
- Vestibule installation
- Energy recover wheels replacement

**Central Grounds & Offices**

- CO roof repairs
- Backus Lane work, playground, earth work prep for new Baseball Field
- Backus Lane Athletic Storage facility security system
- All buildings camera and security upgrades

Pauline Proch thanked Mrs. O’Neil and complimented the amount of work completed and wondered about barriers with the recent events of COVID-19. Mrs. O’Neil responded she did move a few bids from April to now and would have liked to start a few projects a bit earlier, but she was not overly concerned. Steve Sortevik asked about the boiler replacement, which budget that fell under and was it critical? Superintendent Cozort stated he had been in contact with TON and it falls under the Capital appropriation and expects Town will allow this to move forward realizing its importance. Mr. Sortevik also asked about the roof repairs and was that this year to which Mrs. O’Neil stated this year, we have the funding available. Mrs. Iller asked about the Green Community project progressions. Mrs O’Neil confirmed she has been in conversation with Margaret Song and they have worked together to submit timely items, but all that is on hold for now.

**Committee discussion and votes to be taken**

Vote to Approve Donations from David Lovett & Meg Ruley, \$500.00 and Hal Landy, \$100.00, to Adopt a Lunch Tray Program. Tim Lepore made a motion, seconded by Zona Butler, with none opposed, the motion was approved.

Vote to Approve Donation from Cape & Islands Workforce Development Board to NHS School to Career, \$2,500.00 Steve Sortevik made a motion, seconded by Zona Butler, with none opposed, the motion was approved.

Vote to Approve April 7, 2020 Meeting Minutes. Tim Lepore made a motion to approve the minutes, Pauline Proch seconded, and the motion was approved.

**Nantucket School Committee**  
**Meeting Minutes -Remote Participation via ZOOM and Youtube**  
**May 5, 2020**

Vote to Approve the Transfers & Invoices

Pauline Proch made a motion to approve the transfers and invoices, Zona Butler seconded, the motion was approved.

**Superintendent's Report**

Superintendent Cozort shared an enormous thank you and praise for all the Teaching staff and especially for Teacher's Appreciation Week during this environment. He commended the amazing educators. He also acknowledged and officially welcomed Mr. Michael Horton as the new Principal of Cyrus Peirce Middle School. He then turned over the reporting to Deputy Superintendent Dr. Elizabeth Hallett who shared information about the Remote Learning Plan. Dr. Hallett said a lot has happened as the remote learning plan was rolled out. She reviewed how it set clear expectations for staff and for families. Learning went from optional to required as we waited to return to school on May 4<sup>th</sup>. However, the Governor changed which changed the course of the plan. Dr. Hallett recognized how this was a sting at first for everyone and it took some time to absorb and process. Now educating had to be remote through year-end and it was decided four committees would be set up to help sort through and move through this new normal. The Expectations Committee, made up of mostly Principals to streamline plans, create schedules, skills, activities and find creative ways to deliver content. The Professional Development Committee, created to combine a variety of tasks, push out messages for the week to each school, create padlets (virtual information boards) to help with professional learning. The Communications Committee, critical to crafting messages to district and community at a certain amount of speed to get information out quickly and cohesively. The Technology Committee, essential for training staff and students, helping with connectivity issues, wifi, device strategies, netiquette and distribution of chromebooks or laptops where needed, a lot of behind the scenes work.

Dr. Hallett described how hard everyone is working, collaborating, co-planning lessons, activities, projects and assignments. Work is being done to outreach to ELL and SPED families, Social workers and Guidance Counselors are all providing services and she talked about trying to engage all learners, recognizing how hard this feat is but Nantucket is doing a great job. She spoke about silver linings about how Nantucket is ahead of the curve with a remote learning model. How the essential standards are still being taught and she sees a good faith effort to be collaborative and supportive among colleagues. She described how some students are thriving and teachers are trying to be innovative. She also admitted there are challenges, equity and access being at the top of the list. Situations are different for everyone and it is especially necessary to try to connect with vulnerable students. Dr. Hallett mentioned assessing student learning is a challenge, because traditional grading is not working in this environment. NHS has been working on a grading system that will offer guidance and protocol for the other schools. She wrapped up her presentation stating how proud she is to be part of this learning community filled with unbelievable dedication.

Dr. Lepore asked about what will happen in the Fall, in school or remote? Dr. Hallett said this a major discussion point and it varies from state to state, but we are needing to wait for Governor Baker's direction on May 18<sup>th</sup>. Steve Sortevik asked about curriculum framework and standards and Dr. Hallett confidently shared we have hit a lot of these levels, and we continue to cover a lot of material, especially without MCAS on the docket. Mr. Sortevik asked for a copy of the standards and appreciated the attention to the equity and access focus. He also liked the high school participatory ratings system and wondered if that will trickle to the other schools. Dr. Hallett responded they are looking to get feedback on that point. Discussion moved to formative and summative assessments, and Mrs. Proch is concerned remote learning will never replace the in-class experience, so she is glad to know there are regular check ins from school staff to families. She thought it would be helpful to get feedback from families if possible. Jennifer Iller agreed it is imperative to ensure staff are connecting with families and wondered about School Council meetings. All Principals agreed at this time, no school councils are meeting with exception to coordinating with FONPS for school council elections. Mrs. Iller also shared her concern about the better weather calling students outside and hoped the school could keep them "in class". Zona Butler wanted assurance that every family and student have had a connection to school staff in some meaningful way and Mr. Sortevik agreed that is very important.

**Subcommittees & Acknowledgements**

None

**Nantucket School Committee**  
**Meeting Minutes – Remote Participation via ZOOM and Youtube**  
**May 5, 2020**

**Horizon**

For June there will be an update for Athletics Technology, SPED and an updated for graduation. There is only one meeting currently scheduled for June, but as negotiations move forward it might be necessary to have another meeting. Mr. Sortevik added that if the budget needed some review due to the COVID-19 a second meeting might be necessary.

**Other Comments**

Mrs. Proch wanted to thank NCTV Channel 18 for the Golf Club Scholarship Zoom presentation and how the station recognized the students. She mentioned it was great know 40 applicants came in and with twelve finalists and two winners, Brianne Leveille & Phaedra Plank, it was nice to see the committee and the students in this format due to the current situation of COVID-19. She asked John Buckey if there were any updates about graduation. Dr. Buckey said he has been meeting with the Student Officers of the Senior class every Friday and they have decided no matter how or what kind, they would like graduation to remain on the scheduled date of June 13. They have expanded their outreach and are waiting to see how the May 18 decision might impact their choices.

In closing the meeting, the School Committee wrote a letter to the school community and Chair, Jennifer Iller read aloud:

*May 5, 2020*

*Greetings to All Nantucket Public School Staff,*

*Wow - There is no way we could have imagined ourselves in the current situation in a million years. Life deals us surprises all the time and how we choose to address those surprises/demands says a lot about the kind of human race we are. Thank you to each and every one of you - Administrators, Department Heads, Teachers, Teaching Assistants, ESPs and Custodians. You have had to alter your way of thinking about, and planning, how you teach and reach out to our students and you have shown real character and represented the human spirit in quite some remarkable ways. We APPRECIATE you!*

*Please know that we are here and supporting all of you. Words are not enough to tell you how grateful we are to you for keeping on the path to success, despite the obstacles we have had to face these past few weeks.*

*We would like to take a moment to specifically thank Mrs. Peterson, representing our Food Services, along with Island Kitchen Restaurant, in making sure our free and reduced lunch students and families continued to be fed during these uncertain times. We would also like to thank all the teachers and teaching assistants who are not only remoting teaching, but reaching out to check in on students, especially our Seniors who, we realize, find themselves in quite the situation of living out their senior year with such limitations - our hearts go out to them. We know there are many wonderful things going on throughout the community, showing how helpful, generous and assistive we are all being toward one another, so keep on keeping on.*

*Thank you to everyone and please continue to hang in there - practice social distancing, wash your hands regularly, and please do not forget to WEAR MASKS and gloves appropriately when you go out. God continues to give us strength every day, to come out on the other side of this pandemic, as better individuals and better as a people on our quiet little island.*

*Thank you again and take care, on behalf of the NPS School Committee*

At 7:51pm the School Committee adjourned on a motion made by Tim Lepore and seconded by Steve Sortevik and unanimously approved.

Respectfully submitted,  
Logan O'Connor, School Committee Clerk