

Nantucket School Committee
Meeting Minutes
December 3, 2019

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2 Present Members: Chair Jennifer Iller, Vice Chair Timothy Lepore, Zona Butler, Steve Sortevik and Student Council
3 Representative, Joel MacVicar
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5 The meeting was called to order at 6:00 PM, by Chair Jennifer Iller, in the Nantucket High School LGI. Steve
6 Sortevik made a motion to approve the agenda, it was seconded by Tim Lepore and was approved unanimously.
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8 **Comments from the Public**

9 Tracy Mailloux, CPS 6th grade Science teacher, asked about the Draft Calendar and noted she and staff had seen
10 earlier drafts previously in the year but not recently, and was curious when/if faculty would have input.
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12 **Presentations and discussions of interest to the Committee**
13 **Draft Calendar 2020-2021 – Superintendent W. Michael Cozort**

14 The Superintendent announced to the Committee this calendar has been shared with the leadership of the Teacher’s
15 Union as some of the calendar days are driven by language in the Collective Bargaining Agreement. He had already
16 given a copy to the Administrative Team for feedback and noted the very late Labor Day making for a late start to
17 school and a late finish. He offered some variations of ways to structure the calendar by moving Professional
18 Development days within the calendar and the possibility of having one after the last day of school and he also talked
19 about half-days flexibility. He highlighted keeping the number of snow days in mind and how this can affect the
20 ending of school attentive to staying within the standard 180 days of instruction. He broached the subject of moving
21 February vacation days. He validated there are solid reasons for various constituents to feel differently about the
22 overall layout of the calendar days and asked the School Committee for their thoughts. Zona Butler was comfortable
23 with starting before Labor Day and possibly moving February vacation. She also asked to have Graduation as a date,
24 put on the Calendar. Steve Sortevik was not in favor in starting earlier than Labor Day and brought up the idea of a
25 survey for the community. Tim Lepore asked about making the first three days for students, half days and Chair
26 Jennifer Iller thought starting early could be an interesting way to start the year but was concerned about the PD day
27 at the end of school. Superintendent Cozort responded to everyone’s suggestions and reminded they will have to
28 negotiate certain items on the calendar, but that he will give a few draft options for staff to review.
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30 **Budget Development FY21:**

31 School Committee will be introduced to the department budgets starting tonight with Technology, Facilities and
32 Community School. The presentations have support details that include needs/wants prioritized by necessities and
33 repeated the numbers do not include the rolling over of contractual agreements (presented at the previous meeting),
34 Superintendent Cozort mentioned to the Committee, there is always going to be “addition by subtraction” when
35 trying to create a balanced budget.
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37 **Technology, Director Jennifer Erichsen**

38 Jennifer Erichsen started by showing the pie graph breakdowns for the Technology Department, a \$922,049 increase
39 representing 3% of the total school budget, and the Tech payroll as 58% of the tech budget. Mrs. Erichsen reviewed
40 her budget requests asking for: an increase of \$7,750 in repair and maintenance to pay ProAV to support AV and
41 Interactive Panel problems; an increase of \$4,100 in software to cover standard contract increases; \$50,000 in
42 Hardware to perpetuate the now established management and lifecycle plan for laptops and desktops; and a one-time
43 increase of \$45,000 in Hardware to replace 18 outdated Projector & Smartboards, with new interactive TV’s. She also
44 will increase her staff to six FTE, but without adding payroll expense, due to a retirement that offered additional
45 monies to be proportioned out to increase current staff. She reviewed charts depicting six years of inventory totals,
46 devices by acquisition per year, and by type each, and devices by year of purchase. The Superintendent mentioned
47 \$160,000 in hardware requests that are not reflected in the budget and that he has already spoken with the Town who
48 agreed to cover this with Free Cash. Chair Jennifer Iller asked about Chromebooks and aging in and out new and old
49 devices and she was curious about the Seniors no longer being provided Chromebooks. She would prefer to have all
50 students offered the 1:1 Chromebook options, including grades 6-12. There was discussion about BYOD and if
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seniors were impacted by not being given a computer. Mrs. Erichsen reviewed the thought process behind the BYOD and then assured the School Committee all students (including Seniors) had access to a Chromebook as the year got under way but not everyone needs or wants one. Joel MacVicar, Student Council Rep concurred the students seemed covered. Steve Sortevik was impressed by the Technology department and thanked the Director for all their work.

Budget Development FY21: Facilities, Director Diane O’Neil

Mrs. Diane O’Neil began her presentation by offering the School Committee a chart with Electric Usage and cost for the last eight years, knowing this utility information is always of interest. Facilities is 13% of the total budget at \$3,884,365 and 49% (\$1,924,865) is committed to payroll. Mrs. O’Neil stated she has no requests to increase staff. With a year of use, she now has a better idea of expenditures at the Intermediate School and has moved some funding to other areas in the facilities budget. The School Committee complimented Mrs. O’Neil on the buildings and grounds and thanked her for her presentation.

Budget Development FY21: Community School, Director Tracy Roberts

Director Tracy Roberts thanked her whole team and explained how the group collectively worked together to better understand how and where their dollars are applied and utilized in determining their budget. The team is in the process of putting their financial information into Quickbooks to have a more user-friendly system that easily illustrates their receivables and payables versus the MUNIS system used by the Town for fiscal management. She reviewed her overall budget of \$1,723,801 and noted the appropriation of \$550,000, up fifty thousand more from last year to cover the additional benefit funding needed to maintain a balanced budget. She quickly reviewed how the NCS works off several revolver accounts (9) and is the beneficiary of grants and gift accounts (4) along with income and expenses that make the numbers work. Expenses by programs are: Summer Program 14%, Driver’s Education 6%, Youth Programming 19%, Adult Education & Enrichment 11%, Community Pool 22% and NCS Admin Office 22%. Income sources breakdown into the public appropriation of \$550,000 or 3%, Program Income or 62% and fundraising/donations at 6% and she defined the personnel and benefits of each revolver to show how this impacts the calculations. Zona Butler had some minor accounting questions and asked about needing to use MUNIS. Steve Sortevik was curious about the appropriation from Town and is this factored under the Town umbrella. Superintendent Cozort interjected these monies are all falling under School, but ultimately, that is consider under the Town.

Committee discussion and votes to be taken

Vote to Approve Donation from Egan Maritime to CPS for Maritime Studies, \$21,221.25 Steve Sortevik made a motion, seconded by Zona Butler, with none opposed, the motion was approved.

Vote to Approve Donation from Nantucket Center for Elder Affairs to NHS Culinary Club, \$150.00 Steve Sortevik made a motion, seconded by Zona Butler, with none opposed, the motion was approved.

Vote to Approve Donation from Centerplate-Boston Culinary Group (SSA concession counter) to NHS for establishment of a Scholarship for NHS students studying Hospitality & Restaurant Management, \$1,000.00 Steve Sortevik made a motion, seconded by Zona Butler, with none opposed, the motion was approved.

Vote to Approve Donation from Anonymous to Adopt a Lunch Tray Program, \$2,500.00 Steve Sortevik made a motion, seconded by Zona Butler, with none opposed, the motion was approved.

Vote to Approve Donation from Community Foundation for Nantucket to NCS Welcome Baby, \$14,500.00 Steve Sortevik made a motion, seconded by Zona Butler, with none opposed, the motion was approved.

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104 Vote to Approve Donation from Community Foundation for Nantucket to NCS Early Childhood Programming. Steve
105 Sortevik made a motion to approve, seconded by Zona Butler, with none opposed, the motion was approved. Mr.
106 Sortevik furthered asked if we could have Grants submitted as such and not as donations.

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108 Vote to Approve Donation from First Congregational Church Education & Outreach Board to NCS. \$500.00 Steve
109 Sortevik made a motion, seconded by Zona Butler, with none opposed, the motion was approved.

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111 Vote to Approve November 19, 2019 Meeting Minutes. Tim Lepore made a motion to approve the minutes, Zona
112 Butler seconded, and the motion was approved.

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114 Vote to Approve the Transfers & Invoices
115 Tim Lepore made a motion to approve the transfers and invoices, Zona Butler seconded, the motion was approved.

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117 **Superintendent Report**
118 **Enrollment**
119 The Superintendent remarked there is only one student more for Enrollment this month compared to last month. The
120 numbers remain steady at approximately 1686. Housing remains one of the primary reasons for families
121 withdrawing their children.

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123 **Energy Plan Update**
124 Superintendent Cozort shared he and Mrs. Butler attended the Board of Selectman meeting. He was directed by the
125 Chair Jennifer Iller to write a letter to the state guaranteeing the district would be under no financial obligation to
126 adhere to upgrades that are part of the Energy plan. Chair Dawn Holdgate of BOS agreed this was an accurate
127 understanding of the school being responsible for upgrades, but not the finances of those upgrades.

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129 **Subcommittees & Acknowledgements**
130 Negotiations
131 Steve Sortevik stated discussions remain amicable, for now, but they will not be done by Christmas break as hoped.

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133 **On the Horizon**
134 December 10 will have an Executive meeting first to discuss Real Estate information, followed by a Workshop
135 meeting for the District Improvement Plan and then a regular meeting for Budget Development for NES, NIS, &
136 NHS and the MASC Conference Update. Jennifer Iller asked if there could be a CPS update on the Horizon to hear
137 about the progress with various items.

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139 **Student Council**
140 Joel MacVicar is looking forward to a Semi Formal Dance hosted by the Nantucket Historical Association which will
141 be a first for the school. He is also looking forward to Spirit Week with some new themes to entice students to keep
142 coming to school as the holiday break is soon. December Delight is Saturday December 14 and he thanked the
143 Senior parents for all the work they put into the event.

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145 Dr. Lepore congratulated the Whaler football season and noted the great win against Coyle Cassidy in the
146 Thanksgiving game wrapping up the season. Steve Sortevik shouted out to the Elementary School guest reading
147 days.

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149 At 7:03 pm the School Committee adjourned on a motion made by Pauline Proch and seconded by Steve Sortevik
150 and unanimously approved.

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152 Respectfully submitted,
153 Logan O'Connor, School Committee Clerk