

**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Minutes for Thursday, May 12, 2022 at 6:30PM
Monomoy Regional High School Library - 75 Oak Street, MA 02645**

This meeting took place **PARTIALLY REMOTELY** pursuant to the law signed by Governor Baker on February 16, 2022-An Act Further Extending Certain COVID-19 Measures Adopted During the State of Emergency, which includes an extension, until July 15, 2022, of the remote meeting provisions of his March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law.

**This meeting was accessible to the Public / Public Comment VIA the MRSD [ZOOM MEETING LINK](#)
and broadcast to Channel 22 as well as live-streamed/recorded to the MRSD [YOUTUBE MEETING LINK](#)**

Members present in person: Meredith Henderson, Chair; Jackie Zibrat-Long, Vice-Chair; Danielle Tolley; Tina Games; Jessica Rogers; Terry Russell

Members present in Zoom: Sharon Stout; Nancy Scott

Members not present: Jessica Rogers

Administrators present: Dr. Scott Carpenter, Superintendent; Marc Smith, Michael MacMillan (Zoom), Melissa Maguire, Joy Jordan

A. Call to Order: The meeting was called to order at 6:33PM by Chair Meredith Henderson.

1. Roll Call Attendance: Nancy Scott: present; Sharon Stout: present; Danielle Tolley: present; Tina Games: present; Jackie Zibrat-Long: present; Meredith Henderson: present; Terry Russell: present

B. MRHS Student Representative

MRHS student representative Charlotte Blute updated the school committee with a list of activities at the high school during the months of March and April. Some highlights include the Harlem Wizards event, the spring musical, the 8th grade dance, a review of local field trips and trips abroad, student awards and achievements, and information related to spring sports.

C. Public Comment: None

D. Approval of Minutes

1. MRSC Meeting Minutes: April 14, 2022

MOTION: Tina Games moved to approve the minutes of the April 14, 2022 MRSC meeting, seconded by Jackie Zibrat-Long.

DISCUSSION: Sharon Stout requested a modification to page 2, section 7 where it reads, "Sharon Stout left the call" to be changed to "due to an emergency, Sharon Stout had to leave the meeting".

AMENDMENT TO THE MOTION: Tina Games moved to amend her first motion to reflect the above, seconded by Sharon Stout.

ROLL CALL VOTE: Nancy Scott: aye; Sharon Stout: aye; Danielle Tolley: abstain; Tina Games: aye; Terry Russell: abstain; Jackie Zibrat-Long: abstain; Meredith Henderson: aye

The motion passes with 4 ayes and 3 abstentions.

2. MRSC Meeting Minutes: April 28, 2022

MOTION: Jackie Zibrat-Long moved to approve the minutes of the April 28, 2022 MRSC meeting, seconded by Tina Games.

ROLL CALL VOTE: Nancy Scott: aye; Sharon Stout: aye; Terry Russell: aye; Danielle Tolley: aye; Tina Games: aye; Jackie Zibrat-Long: aye; Meredith Henderson: aye

E. Reports and Discussions

1. Westgate Fund Report

Michael Westgate of the Westgate Fund shared with committee members those teachers who have been approved for funding. Nancy Gifford will be reimbursed for expenses to attend 'Explore the Solar Sytem' at the University of Texas this summer. Also approved to receive funding are Sara Peters and John Dickson whose trips had been postponed due to COVID. Lastly, Ms. Westgate reported that Principal Adam O'Shea and Cheri Armstrong will receive contributions up to \$2000 towards the purchase of a smart screen at the MRMS.

2. Stepping Stones Area/Parcel; TOC Request to Surplus for Affordable/Attainable Housing

Chatham Town Manager Jill Goldsmith and Director of Community Development Katie Donovan joined the meeting via Zoom to discuss the possibility of the district/school committee surplusing the parcel of land on Stepping Stones back to the town of Chatham. The purpose would be so that the town could use the parcel as future site for affordable/attainable housing.

In discussion, the committee shared their thoughts on the proposal, in particular the need for affordable/attainable housing. They also expressed some concern about the use of the parcel should it not be ultimately approved for future housing and discussed the possibility of surplusing the parcel with a contingency that the land only be used for housing needs and if not, be returned back to the district. The school committee did share an interest in moving this issue forward and that the Chair and/or Superintendent could proceed with discussing this with the district's legal counsel for possible next steps.

3. Report back on Costa Rica trip

MRHS teacher and trip leader Dustan Burns joined the school committee to share highlights of the April 2022 trip to Costa Rica. Mr. Burns shared photos and video clips of the group's adventures and, at the conclusion of his presentation, opened the floor to school committee member questions and comments.

4. Strategic Plan Steering Committee - new member appointment

Tina Games volunteered to join the Strategic Plan Steering Committee. Ideally, there should be two Harwich representatives and two Chatham representatives on a subcommittee therefore this item will return on the May 26, 2022 MRSC agenda in the hopes that Jessica Rogers, not present for this meeting, will also volunteer to join the Strategic Plan Steering Committee.

5. Summer MRSC Meeting Schedule - Set dates

Via general consensus, the school committee agreed to the following summer meeting schedule: one meeting in July on Thursday the 14th and 2 meetings in August on Wednesday the 11th and 24th. The August 11th meeting will potentially be a workshop and not a proper business meeting.

Sharon Stout exited the meeting at 8:05 PM.

6. Third Quarter Financial Report & Third Quarter Transfers

MRSD Business Manager Michael MacMillan shared the below summary of the FY22 third quarter finance report with the committee:

Overall, the district's FY22 budget is positive with an unencumbered/unexpended balance of 6.2% or \$2,580,407. At the end of quarter three in FY21, the unencumbered/unexpended balance was \$1,550,989 (3.76%). The positive balance is due to the reduction in school choice and charter tuition fees, savings in salaries due to vacancies or lower than budgeted hires, and reduced health insurance costs. Revenue is trending above last year, driven by an increase in food service

revenue, ESSER grants and FEMA reimbursement. These trends are likely to lead to a higher amount of excess and deficiency funds available to offset the FY24 budget.

7. Extended School Year Instructional Assistant Rate

In an effort to attract more Extended School Year Instructional Assistant applicants, the district is seeking to increase the hourly rate from \$20/hr to \$25/hr.

MOTION: Jackie Zibrat-Long moved to approve an increase in the hourly rate for instructional assistants working in the extended school year program from \$20/hr to \$25/hr. The motion was seconded by Tina Games.

ROLL CALL VOTE: Terry Russell: aye; Nancy Scott: aye; Danielle Tolley: aye; Tina Games: aye; Jackie Zibrat-Long: aye; Meredith Henderson: aye

UNANIMOUS the motion passes.

8. Approval of new student activity account for Diversity Club

MOTION: Jackie Zibrat-Long moved to approve the establishment of a Diversity Club at the High School and to authorize the receipt and expenditure of funds related to that activity. The motion was seconded by Tina Games.

ROLL CALL VOTE: Terry Russell: aye; Nancy Scott: aye; Danielle Tolley: aye; Tina Games: aye; Jackie Zibrat-Long: aye; Meredith Henderson: aye

UNANIMOUS the motion passes.

F. Subcommittee, Representatives, Liaison Report

1. EOY Superintendent Evaluation process and timeline

The Superintendent Evaluation subcommittee met on May 4, 2022 to begin the process of the end-of-cycle Superintendent evaluation process. Dr. Carpenter shared his self-evaluation and the rubric school committee members will use when completing their evaluations of him. The goal is for committee members to complete their evaluations in a timely manner so that Jackie Zibrat-Long can work on the school committee's summative evaluation for a first reading on June 9th and the second reading/approval vote at the June 23, 2022 MRSC meeting.

G. Superintendent's Report

1. Recognition of Donations, Grants, and other Acknowledgements

Dr. Carpenter thanked and recognized the below for their achievements, donations and contributions to the district:

- Monomoy Regional High School teacher Rachel Barnes has been selected as the recipient of the 2022 Don Salvucci Award for Excellence in Promoting Civics Education from the Massachusetts Council for the Social Studies. The award is named in honor of Don Salvucci, past president of MCSS with a passion for civics education, and is presented annually to one educator in Massachusetts who has demonstrated exceptional ability in the field of civics education.
- April is Autism Awareness/Appreciation Month, and Harwich Elementary School has a number of activities led by teacher Dyanna Rose. Thanks to the generosity of some special donors, every student and staff at HES was given an Autism Appreciation t-shirt to wear every Friday during the month. They also decorated bulletin boards, shared inclusive books, did science experiments, and even held a robot parade -- all based around the theme of autism awareness! Thank you to everyone that donated but special thanks to Barrow's Excavation, Jeff Gomes on behalf of himself and Brax Landing, Christine Gagnon, North Chatham Outfitters, an anonymous donation made on behalf of the Pilgrim Lodge, Mr. and Mrs. Porter on behalf of The Lanyard and S&L Tree Service. Also a special thank you to Cape Shark and Esptess Screen Printing for coming through in the clutch with extra T-shirt orders. Thanks to Kerig & Dr. Pepper, Stop & Shop, Star Market for donating all of the materials needed for Mr. Weimer's science experiment.
- The Monomoy Regional High School After Prom Committee wants to thank the many businesses, organizations, and individuals that contributed to a successful After Prom event for the MRHS Class of 2022. This event allowed students to continue celebrating in a safe manner following their Senior Prom on April 14. Many thanks to the following for donating food, prizes, and/or financial support to this event: Atlantic White Shark Conservancy; Boston Red Sox; Brax Landing; Dairy Queen; Daniel Brown; Buoy On Main; Cape Cod Five; Cape Roots Market; Cape Shark; Carmine's; Castaway's; Chapman Funerals & Cremation; Chatham Candy Manor; Chatham Fire Assoc.; Chatham Orpheum; Chatham Penny Candy; Chatham Perk; Chatham Police Assoc.; Chatham Village Bakery, Chatham Village Market; Chatham Works; Clark Engineering; Atty. William Crowell; Dave's Garage; Derbyfield Kennel; Dunkin' Donuts; Ember; Exit Merch; Family Pantry; Jack Farrell; Freedom Ferry; George's Pizza; Grand Slam Bumper Boats; Harwich Children's Fund; Harwich Fire Assoc.; Harwich Police Assoc.; Harwich Recreation; Harwichport Golf; Patrick Hawe; Henry T Crosby & Son; Hyannis Honda; Hyora

Publications; Jay's Equipment; J.W. Dubis & Sons; Kacergis Fishing Corp.; Keurig/Dr. Pepper; Lanyard Restaurant; Lower Cape Dental; Marion's Pie Shop; McGrath Post & Beam; Milley Trucking; Mom and Pops; New England Gardens; New England Pizza; Newbury Street Hair Salon; Nickerson Funeral Home; North Chatham Outfitters; Panera; Pate's Restaurant; Pilgrim Congregational; Pine Acres Real Estate; Pizza Shark; Robert B. Our Co.; Rory's; Sativa; Schoolhouse Ice Cream; Scribano's; Seal Café; Shoreline Pools; David & Elizabeth Smith; Snow & Thomson Insurance; Solis; St. Martin's Lodge Chatham; Stello Construction; Stop and Shop; Subway; Sweet Izzy; Sweet Tomatoes Chatham; Terry's TV and Appliance; Ulta Beauty; Whiteley Plumbing; and Yankee Ingenuity.

- We also want to thank the many parent volunteers (too many to name!) who helped plan, set up, and clean up the event, Kathy Currie for her decorating help, and of course all of the chaperones – which included many parents as well as a number of community members, including an impressive contingent from the Chatham Fire Department! Special thanks to Carolyn Carey, Emily Mitchell, and the Harwich Community Center staff for their help hosting the event.

2. COVID Dashboard / Weekly COVID Safety Check

Dr. Carpenter provided an update on the number of COVID positive cases the district is currently tracking, the increase of cases in the community and the affects of COVID on staffing in the district.

3. Harwich Town Meeting - Budget/Regional Agreement update

Dr. Carpenter reported that both the FY23 budget and the amendment to the Regional Agreement passed at Harwich Town Meeting. They both now have to be approved by Chatham voters at their Town Meeting on May 14, 2022.

H. Action Items

1. Extended School Year Instructional Assistant Rate

MOTION: Jackie Zibrat-Long moved to approve an increase in the hourly rate for instructional assistants working in the extended school year program from \$20/hr to \$25/hr. The motion was seconded by Tina Games.

ROLL CALL VOTE: Terry Russell: aye; Nancy Scott: aye; Danielle Tolley: aye; Tina Games: aye; Jackie Zibrat-Long: aye; Meredith Henderson: aye

UNANIMOUS the motion passes.

2. Approval of new student activity account for Diversity Club

MOTION: Jackie Zibrat-Long moved to approve the establishment of a Diversity Club at the High School and to authorize the receipt and expenditure of funds related to that activity. The motion was seconded by Tina Games.

ROLL CALL VOTE: Terry Russell: aye; Nancy Scott: aye; Danielle Tolley: aye; Tina Games: aye; Jackie Zibrat-Long: aye; Meredith Henderson: aye

UNANIMOUS the motion passes.

3. Second Reading: Policy File JJH; IJOA; JJH-R - Field Trips and Student Travel Domestic and International

MOTION: Jackie Zibrat-Long moved to approve Policy File JJH; IJOA; JJH-R - Field Trips and Student Travel Domestic and International as presented in the agenda packet, seconded by Danielle Tolley.

ROLL CALL VOTE: Nancy Scott: aye; Terry Russell: aye; Danielle Tolley: aye; Tina Games: aye; Jackie Zibrat-Long: aye; Meredith Henderson: aye

UNANIMOUS the motion passes.

4. Declaration of Surplus Items: MRHS & HES

MOTION: Jackie Zibrat-Long moved to approve the declared surplus items as presented in the agenda packet for the Monomoy Regional High School and Harwich Elementary School, seconded by Tina Games.

ROLL CALL VOTE: Terry Russell: aye; Nancy Scott: aye; Danielle Tolley: aye; Tina Games: aye; Jackie Zibrat-Long: aye; Meredith Henderson: aye

UNANIMOUS the motion passes.

5. Presentation of the Warrants

Accounts Payable and Payroll warrants were presented for school committee member signatures.

I. Adjournment

MOTION: Jackie Zibrat-Long moved to adjourn the meeting, seconded by Tina Games

ROLL CALL VOTE: Terry Russell: aye; Nancy Scott: aye; Danielle Tolley: aye; Tina Games: aye; Jackie Zibrat-Long: aye; Meredith Henderson: aye

UNANIMOUS the meeting adjourns at 8:35 PM.

Respectfully submitted,

Leah Tambollo
Recording Secretary

Documents reviewed and available upon request:

May 12, 2022 MRSC meeting agenda
April 14, 2022 MRSC meeting minutes
April 28, 2022 MRSC meeting minutes
Stepping Stones parcel information
FY22 Third Quarter Financial Report and Transfers
Extended School Year Instructional Assistant Rate
Policy File JJH; IJOA; JJH-R Field Trips and Student Travel, Domestic and International
Declaration of Surplus: MRHS & HES