

**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Minutes for Thursday, January 12, 2023 at 6:00PM
Monomoy Regional High School Library - 75 Oak Street, Harwich, MA 02645**

This meeting was broadcast to Channel 22 as well as live-streamed/recorded to the [MRSC YOUTUBE CHANNEL](#)

Members present: Jackie Zibrat-Long, Chair; Meredith Henderson, Vice Chair; Terry Russell; Betty Gray; Tina Games;

Members attending remotely: Sharon Stout

Members not present: Danielle Tolley; Jessica Rogers

Administrators present: Scott Carpenter; Michael MacMillan; Melissa Maguire; Marc Smith; Jim Birchfield; Joy Jordan

A. Call to Order The meeting was called to order at 6:00 PM by Chair Jackie Zibrat-Long.

B. Adjournment to Executive Session

Roll Call Vote to adjourn to Executive session

MOTION: Meredith Henderson moved to adjourn to Executive Session pursuant to G.L. c. 30A, sec. 21(a)(3) to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares (MREA Unit A Evaluation Responsibilities). The motion was seconded by Terry Russell.

ROLL CALL VOTE: Tina Games: aye; Betty Gray; aye; Terry Russell: aye; Meredith Henderson: aye; Jackie Zibrat-Long: aye.

UNANIMOUS the meeting adjourns to Executive Session at 6:00 PM.

Regular session resumes at 7:29 PM via roll call attendance:

Tina Games: present; Betty Gray; present; Terry Russell: present; Meredith Henderson: present; Jackie Zibrat-Long: present; Sharon Stout: present.

C. Public Comment: None

D. Reports and Discussion

i. Treasurer's Report - presented by Paul Donlan

MRSD Treasurer Paul Donlan introduced himself to committee members with a brief summary of his personal and professional background and moved and status report of the districts cash flow and revenue.

ii. Strategic Plan Update - presented by Marc Smith

MRSD Director of Curriculum, Assessment and Instruction Marc Smith delivered an update on the district's Strategic Plan. In his report, Mr. Smith spoke about the original objectives and the work that was done, left undone, no longer relevant and new challenges and the process of identifying that information.

Mr. Smith also spoke on the Tier 1, SEL/Mental Health and Equity Vision Statements and the action steps towards each.

iii. Preschool and Elementary Programs Report - presented by Melissa Maguire

MRSD Director of Student Services Melissa Maguire shared her presentation on the Preschool and Elementary Programs offered currently at Monomoy. Starting with the Integrated Preschool program, Ms. Maguire spoke about the purpose of the program, and services provided to students participating in the program. Ms. Maguire also noted the process and requirements for enrollment, current enrollment, historical trends and projected enrollment for 2023-2024.

Ms. Maguire also shared three configuration scenarios and her recommendation on which configuration best supported efficiency and effectiveness of programming.

Lastly, Ms. Maguire shared the specialize elementary programs with students with disabilities. At the end of her presentation, Ms. Maguire took questions/comments from school committee members.

iv. Housing Partnership

Dr. Carpenter noted that the Town of Harwich will host a Harwich Housing Huddle, in February 2023. The rest of the report regarding the Housing Partnership has been moved to the next meeting agenda of January 26, 2023.

v. Updated 2022-2023 Subcommittee Assignments

An updated version of the 2022-2023 MRSC Subcommittee assignments was presented for approval by the committee. No edits were made. This most recent version of assignments will be posted on the district website under School Committee>School Committee Subcommittee Meetings

vi. Annual Approval of Student Activity Funds

Vote Required

MOTION: Meredith Henderson moved to approve Monomoy Regional School District's existing student activities, as listed in the document provided, and to approve that the following activity accounts be closed:

- Monomoy Regional High School Class of 2016
- Monomoy Regional High School Class of 2017
- Monomoy Regional High School Class of 2021
- Monomoy Regional High School Class of 2022
- Monomoy Regional Middle School Band
- Monomoy Regional Middle School Art

The motion was seconded by Terry Russell.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

vii. FY24 Draft Budget

Vote Required

MRSD Business Manager shared the first official draft of the FY24 Budget. This budget represents:

Student Needs: The impact of COVID continues to be seen in the need for more academic intervention and broader social and emotional learning supports. There is also an increase in demand for special education resources.

Financial Pressures: Inflation, shortage of labor, and supply chain issues are driving up costs in multiple areas of the budget, including utilities, transportation, instructional supplies, and building maintenance.

Budget: The draft budget request is \$44,323,116, (\$1.5m / 3.6% increase).

Assessments: Based on the current draft budget and estimates of foundation enrollment and state funding, there is an increase of \$1,091,189 (3.8%) for Harwich and \$157,659 (1.6%) for Chatham.

It also maintains class sizes at the elementary level of 18 +/-1 and at the Middle School level 19+/-5

It assumes an increase in Health Insurance of 8% and stable enrollment numbers.

Budget increases are expected in salaries, utilities, SPED program staff, transportation, maintenance of equipment and property insurance. The draft assessment is calculated as:

Assessment	Harwich	Change from FY23	Chatham	Change from FY23
Local Minimum Contribution	\$14,419,345	\$793,040	\$4,424,733	\$133,581
Operating assessment beyond minimum contribution	\$11,799,746	\$158,695	\$4,580,583	\$33,778
Transportation	\$623,776	\$100,024	\$191,085	\$30,730
Capital	\$153,120	\$76,087	\$46,880	(\$22,087)
Debt	\$1,396,933	(\$36,657)	\$427,692	(\$18,343)
Total Assessment	\$28,392,920	\$1,091,189 3.8%	\$9,670,973	\$157,659 1.6%

MOTION 1: Meredith Henderson moved to approve the draft FY24 budget of \$44,323,116, seconded by Terry Russell.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

MOTION 2: Meredith Henderson moved to approve a draft FY24 assessment of the Town of Harwich on \$28,392,920 and an draft FY24 assessment for the Town of Chatham of \$9,670,973. The motion was seconded by Terry Russell.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

viii. First Reading: Policy File DFA - Investment Policy

Policy File DFA - Investment Policy was presented for a first reading. No edits or modifications were made. This policy will come back for a second reading and approval vote at the next meeting.

ix. First Reading: Policy File JICK - Harassment of Students

Policy File JICK - Harassment of Students was presented for a first reading. No edits or modifications were made. This policy will come back for a second reading and approval vote at the next meeting.

x. Discontinuation of Policy File JBA: Student to Student Harassment **Vote Required**

MOTION: Sharon Stout moved to approve the discontinuation of *Policy File JBA: Student to Student Harassment*, to be replaced with *Policy File JICK: Harassment of Students*. The motion was seconded by Tina Games.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

E. Subcommittee, Representatives, Liaison Report

- i. On behalf of the Finance Subcommittee, Betty Gray reported that they had met on January 10, 2023 to review/vote on the draft of the FY24 budget that was presented this evening.

F. Superintendent's Report

- i. Recognition of Donations, Grants, and other Acknowledgments
Dr. Carpenter shared that the Portrait of the Graduate Development Team met on January 11, 2023 to continue their work. The group will meet on January 18, 2023 to bring all aspects of the draft together to then bring the first draft of the POG to the full committee in February 2023.

G. Action Items - Vote Required

- i. Annual Approval of Student Activity Funds

MOTION: Meredith Henderson moved to approve Monomoy Regional School District's existing student activities, as listed in the document provided, and to approve that the following activity accounts be closed:

- Monomoy Regional High School Class of 2016
- Monomoy Regional High School Class of 2017
- Monomoy Regional High School Class of 2021
- Monomoy Regional High School Class of 2022
- Monomoy Regional Middle School Band
- Monomoy Regional Middle School Art

The motion was seconded by Terry Russell.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

ii. FY24 Draft Budget

MOTION 1: Meredith Henderson moved to approve the draft FY24 budget of \$44,323,116, seconded by Terry Russell.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

MOTION 2: Meredith Henderson moved to approve a draft FY24 assessment of the Town of Harwich on \$28,392,920 and an draft FY24 assessment for the Town of Chatham of \$9,670,973. The motion was seconded by Terry Russell.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

iii. **Discontinuation of Policy File JBA: Student to Student Harassment**

MOTION: Sharon Stout moved to approve the discontinuation of Policy File JBA: Student to Student Harassment, to be replaced with Policy File JICK: Harassment of Students. The motion was seconded by Tina Games.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

H. **Presentation of the Warrants**

Accounts Payable and Payroll warrants were presented for School Committee member signatures.

I. **Adjournment**

MOTION: Meredith Henderson moved to adjourn the meeting, seconded by Terry Russell.

ROLL CALL VOTE: Tina Games (1): aye; Betty Gray (.5): aye; Terry Russell (1): aye; Meredith Henderson (1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the meeting adjourns at 9:34 PM

Respectfully submitted,

Leah Tambolleo
Recording Secretary

Documents reviewed and available upon request

January 26, 2023 MRSC Meeting Agenda
December 22, 2022 MRSC Meeting Minutes
January 12, 2023 MRSC Meeting Minutes
Strategic Plan Update Presentation
Preschool and Elementary Programs Report
2022-2023 Subcommittee Assignments
Student Activity Funds Approval List
FY24 Draft Budget
Policy File DFA - Investment Policy
Policy File JICK - Harassment of Students
Policy File JBA: Student to Student Harassment

