

**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Minutes for Thursday, October 20, 2022 at 6:30PM
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 in person: Jackie Zibrat-Long, Chair; Meredith Henderson, Vice-Chair; Danielle Tolley; Tina Games; Terry Russell; Jessica Rogers

Members not present: Sharon Stout

Administrators present: Dr. Scott Carpenter, Superintendent; Michael MacMillan, Melissa Maguire; Joy Jordan

A. Call to Order: The meeting was called to order at 6:30 PM by Chair Jackie Zibrat-Long.

B. MRHS Student Representative

MRHS Student Representative Samantha Goode delivered a report of recent High School activities over the months of September and October. Some highlights include school safety week; curriculum night; the MRHS Club Fair; the Special Olympics; and Spirit Week and Homecoming.

C. Public Comment: None

D. Approval of Minutes

i. August 24, 2022 MRSC Meeting

MOTION: Terry Russell moved to approve the August 24, 2022 MRSC meeting minutes. The motion was seconded by Meredith Henderson.

UNANIMOUS the motion passes.

ii. September 8, 2022 MRSC Meeting

MOTION: Danielle Tolley moved to approve the September 8, 2022 MRSC meeting minutes. The motion was seconded by Meredith Henderson.

The motion passes with 6 ayes and 1 abstention by Jessica Rogers.

E. Reports and Discussions

i. Recognizing Nancy Scott - The agenda item was moved to a future meeting yet to be determined.

ii. CES Field Trip to Sturbridge Village: November 18, 2022

Chatham Elementary School Principal Jennifer Kelly presented her proposal to the school committee for the anticipated grade 3 field trip to Sturbridge Village on November 18, 2022. The group is scheduled to leave at 7AM and return to the school by 4 PM. While at Sturbridge Village, the students will engage in hands-on workshops, learn about different colonial trades, and have a guided tour at the largest living history museum in Massachusetts.

In consideration of the timeline, and due to the fact that the last two school committee meetings had been cancelled, the Chair asked for the school committee to move this item to an approval vote.

MOTION: Terry Russell moved to approve Chatham Elementary School Grade 3 field trip to Sturbridge Village. The motion was seconded by Tina Games.

UNANIMOUS the motion passes.

iii. FY24 Budget Timeline and Preliminary Discussion

MRSD Business Manager Michael MacMillan shared the scheduled timeline for the upcoming FY24 budget conversations. A draft of the budget will be presented to the school committee on December 8, 2022 and there is a proposal for a budget workshop for January 12, 2023 - which was agreed to via general consensus. The final draft of the budget and the public hearing are scheduled for February 2, 2023.

Continuing on, Mr. MacMillan introduced a preliminary discussion related to previous budgets, expenditure factors and enrollment and assessments.

iv. Assigning an Emergency Signer for Accounts Payable and Payroll Warrants

Remaining at the podium, Mr. MacMillan asked that the school committee assign a new emergency signer for payroll and accounts payable warrants. Jackie Zibrat-Long volunteered to take on the role and the committee agreed via general consensus.

v. Contract for Preventive Maintenance and Repair of HVAC Equipment - Potential Vote

Mr. MacMillan advised that the district had solicited bids for a new vendor to service the HVAC equipment at the Middle School, Harwich Elementary and Chatham Elementary schools. Limbach Company LLC, currently contracted for service at the High School, was the only bidder and is offering a contract that could eventually extend up to five years. Any contract over three years requires school committee approval.

MOTION: Meredith Henderson moved to approve that the district enter into a contract with Limbach Company LLC for HVAC preventative maintenance and service at Monomoy Regional Middle School, Harwich Elementary School, and Chatham Elementary School, from the contract execution date until December 31, 2024, with the option to extend for two additional years. The motion was seconded by Terry Russell.

UNANIMOUS the motion passes.

vi. First Reading: Policy File JFABD - Homeless Students: Enrollment Rights and Services

On behalf of the Policy Subcommittee, Danielle Tolley asked MRSD Director of Student Services, Melissa Maguire, to the podium to explain this policy. Tina Games asked the committee to move this agenda item to vote as the district must upload this school committee approved policy to the Education Stability Department of the MA Department of Education before the end of October. As the last two school committee meetings had been cancelled, the committee agreed to do this, therefore:

MOTION: Tina Games moved to approve Policy File JFABD - Homeless Students: Enrollment Rights and Services. The motion was seconded by Jessica Rogers.

UNANIMOUS the motion passes.

vii. First Reading: Policy File BDA - School Committee Organization

On behalf of the Policy Subcommittee, Danielle Tolley presented Policy File BDA - School Committee Organization for a first reading. Modifications were suggested to the overall policy and therefore will go back to the Policy Subcommittee for further editing and come back to the full committee for a new first reading at a future meeting.

viii. Creation of MRHS Robotics Club Student Activity Account

The request for this item is so that the Robotics Club at the MRHS can engage in fundraising activities to support current and upcoming events and equipment.

MOTION: Jessica Rogers moved to approve the creation of a student activity account for the MRHS Robotic Club. The motion was seconded was seconded by Danielle Tolley.

UNANIMOUS the motion passes.

ix. MRSC Chatham Vacancy

Chair Zibrat-Long announced that there is one candidate, Chatham resident Elizabeth (Betty) Gray, scheduled to be interviewed for the Chatham vacancy on the school committee. The interview will be hosted by the Chatham Select Board and MRSC Chatham members Jackie Zibrat-Long, Jessica Rogers and Danielle Tolley will join the interview process. The interview will be held at the Chatham Town Annex on Thursday, October 27, 2022 at 6:30 PM and all are welcome to attend.

In discussion, members reviewed their roles and ability to be active participants in the process of asking questions.

F. Subcommittee, Representatives, Liaison Report

i. Policy Subcommittee - reporting out from the September 12, 2022 meeting

Items related to this meeting were covered earlier in the agenda. Nothing new to report at this time.

ii. Superintendent Evaluation - reporting out from the September 27th and October 13th meeting

Meredith Henderson shared the 2022-2023 draft goals for the Superintendent and a timeline for the remainder of the year, which included a mid-year assessment and end of year summative process. As the last two school committee meetings had been cancelled, the committee agreed via general consensus that this reading would be accepted as the first official reading and these goals would come back for a second reading and approval vote at the November 3, 2022 meeting.

iii. Strategic Plan / Portrait of a Graduate Focus Groups and Survey Update

Dr. Carpenter shared that they have concluded the initial TLA facilitated focus group meetings with students, administrators, staff, parents, community members, municipal leaders and a general zoom meeting. The next phase is development where a group of 24 selected students, staff, community members, parents, etc. will meet over the next several weeks. Once these development meetings conclude, a draft of the Portrait of a Graduate will be presented to the school committee in February 2023.

Additionally, a Portrait of the Graduate survey was sent out district-wide and will close Friday October 21, 2022. At present, there are roughly 200 respondents to the survey.

iv. MASC Legislative Liaison Report - Tina Games

MA Association of School Committee (MASC) District Seven delegate and MRSC member Tina Games shared that the MASC annual conference will be held November 4-6, 2022 in Hyannis MA.

v. MASC Report of the Resolutions Committee - Tina Games

Tina Games then shared a list of proposed resolutions that will be voted on during the November MASC conference. There are a total of six proposed resolutions including:

- RESOLUTION 1: REGARDING SANCTUARY LAWS FOR TRANSGENDER STUDENTS
- RESOLUTION 2: TO INCREASE THE MAXIMUM BALANCE ALLOWED BY THE SPECIAL EDUCATION RESERVE FUND
- RESOLUTION 3: MEMBERSHIP OF THE BOARD OF ELEMENTARY AND SECONDARY EDUCATION
- RESOLUTION 4: PRESERVING LOCAL GOVERNANCE OF MASSACHUSETTS SCHOOLS
- RESOLUTION 5: PERSONAL FINANCIAL LITERACY EDUCATION
- RESOLUTION 6: ESTABLISHMENT OF A REGIONAL SCHOOL ASSESSMENT RESERVE FUND

Ms. Games anticipates voting in support of these resolutions but asked for member feedback if there is any opposition or clarification needed.

Ms. Games also provided menu of member services to the committee. These services include; policy support, training, advocacy, resources, and Superintendent search facilitation. This list was provided as an informational reminder to school committee members as a resource tool.

Lastly, Ms. Games announced that at the November 4, 2022 MASC dinner, MRSC member Terry Russell will be awarded a lifetime achievement award.

G. Superintendent's Report

i. Recognition of Donations, Grants, and other Acknowledgments

Dr. Carpenter thanked and recognized the following for their contributions to the district:

Monomoy hosted the All-Cape Special Olympics Game Day at the high school, the first time the event has been held in person since Monomoy hosted in 2019. Students from schools around the Cape participated, with more than 400 athletes visiting the Monomoy field for the Games. Many thanks to teacher Shana Grogan for organizing this tremendous event, and to all of the student, parent, and community volunteers who helped out.

Thanks to the Chatham/Harwich Newcomer - Woodworker Group who helped to revitalize the outdoor benches at the Chatham Elementary School. With the leadership of Bob Braman and Bob Spencer, the group cut and prepared the new slats to revitalize the benches. The students of the garden club at the school provided some needed paint to the metal parts.

ii. CrisisGo Training

Dr. Carpenter reported that the district did engage in a training on September 23, 2022 with the new CrisisGo app. There are a few additional updates necessary to the Administration module and the Parent module will be updated in late winter 2023.

iii. October 1st Enrollment

Dr. Carpenter continued in his report with the rough October 1 enrollment numbers. Enrollment is up overall from FY22 by 11 students with the largest shift seen at the High School. These numbers suggest that less resident students are leaving via school choice.

H. Action Items

i. Contract for Preventive Maintenance and Repair of HVAC Equipment - Potential Vote

MOTION: Meredith Henderson moved to approve that the district enter into a contract with Limbach Company LLC for HVAC preventative maintenance and service at Monomoy Regional Middle School, Harwich Elementary School, and Chatham Elementary School, from the contract execution date until December 31, 2024, with the option to extend for two additional years. The motion was seconded by Terry Russell.

UNANIMOUS the motion passes.

ii. Creation of MRHS Robotics Club Student Activity Account

MOTION: Jessica Rogers moved to approve the creation of a student activity account for the MRHS Robotic Club. The motion was seconded by Danielle Tolley.

UNANIMOUS the motion passes.

iii. Second Reading: 2022-2023 MRSC Goals

MOTION: Meredith Henderson moved to approve the 2022-2023 MR School Committee Goals as presented in the agenda packets. The motion was seconded by Tina Games.

UNANIMOUS the motion passes.

iv. Second Reading: Policy File JFABF - Educational Opportunities for Children in Foster Care

MOTION: Meredith Henderson moved to approve **Policy File JFABF - Educational Opportunities for Children in Foster Care** as presented in the agenda packets. The motion was seconded by Tina Games.

UNANIMOUS the motion passes.

v. Second Reading: Policy File JFABE - Educational Opportunities for Military Children

MOTION: Meredith Henderson moved to approve **Policy File JFABE - Educational Opportunities for Military Children** as presented in the agenda packets. The motion was seconded by Tina Games.

UNANIMOUS the motion passes.

vi. Permission for Boys Basketball Pre-Season Travel to Western MA

MOTION: Meredith Henderson moved to approve the Boys Varsity Basketball trip to Western MA, for a estimated cost per person of \$2020.00, as presented in the agenda packets. The motion was seconded by Tina Games.

UNANIMOUS the motion passes.

vii. Declaration of Surplus

MOTION: Meredith Henderson moved to approve the items declared as surplus as presented in the agenda packets. The motion was seconded by Tina Games.

UNANIMOUS the motion passes.

viii. Presentation of the Warrants

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

I. Adjournment

MOTION: Tina Games moved to adjourn the meeting, seconded by Danielle Tolley.

UNANIMOUS the meeting adjourns at 8:21 PM.

Respectfully submitted,

Leah Tambolleo
Recording Secretary

Documents reviewed and available upon request:

October 20, 2022 MRSC Meeting Agenda
August 24, 2022 MRSC Meeting Minutes
September 8, 2022 MRSC Meeting Minutes
CES Field Trip to Sturbridge Village proposal
FY24 Budget Timeline and Preliminary Discussion
Contract for Preventive Maintenance and Repair of HVAC Equipment
Policy File JFABD - Homeless Students: Enrollment Rights and Services
Policy File BDA - School Committee Organization
MRHS Robotics Club Student Activity Account
2022-2023 Superintendent Goals

Approved by the MRSC November 3, 2022

October 1st Enrollment numbers

MASC Report of the Resolutions Committee

2022-2023 MRSC Goals

Policy File JFABF - Educational Opportunities for Children in Foster Care

Policy File JFABE - Educational Opportunities for Military Children

Boys Basketball Pre-Season Travel to Western MA

Declaration of Surplus