



**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Agenda for Thursday, April 13, 2023 at 6:30 PM
Monomoy Regional High School Library - 75 Oak Street, Harwich, MA 02645**

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

AGENDA

A. Call to Order

B. MRHS Student Representative

C. Public Comment: Speakers are limited to three minutes; additional time is at the discretion of the Chairperson

D. Approval of Minutes

- i. March 9, 2023 MRSC Meeting
- ii. March 23, 2023 MRSC Meeting
- iii. April 3, 2023 MRSC Special Meeting

E. Reports and Discussions

- i. Westgate Fellowship Recipient - Michael Westgate
- ii. MRHS Data Presentation - Jennifer Police
- iii. Jawsome Update Presentation - Jennifer Police
- iv. International Trip Update
- v. Town of Harwich Request for Surplus / Land for Project Adventure program

F. Subcommittee, Representatives, Liaison Report

G. Superintendent's Report

- i. Recognition of Donations, Grants, and other Acknowledgments
- ii. MRSD Regional Agreement - update on DESE recommendations and town meetings

H. Action Items - Vote Required

- i. Second Reading: Policy File JLCDA - Administration of Naloxone (Narcan)
- ii. Second Reading: Policy File BE - School Committee Meetings

I. Presentation of the Warrants

J. Adjournment

'23 APR 11 PM 3:48:09

Authorized Posting Officer

Leah Tambolleo
April 11, 2023

Monomoy Regional School District - Monomoy Regional School Committee
Meeting Minutes for Thursday, March 9, 2023 at 6:00 PM
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; Jessica Rogers; Scotti Finnegan

Members attending remotely via Zoom: Sharon Stout

Administrators present: Scott Carpenter, Superintendent; Michael MacMillan; Melissa Maguire; Marc Smith; Joy Jordan

A. Call to Order: The meeting was called to order at 6:00 PM

B. Adjournment to Executive Session Roll Call Vote 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.

MOTION: Meredith Henderson moved to adjourn to Executive Session, seconded by Betty Gray.

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

UNANIMOUS the meeting adjourns to Executive Session at 6:02 PM.

Regular Open Session resuming at approximately 6:30 PM.

ROLL CALL ATTENDANCE: Sharon Stout: present; Scotti Finnegan: present; Tina Games: present; Betty Gray: present; Jessica Rogers: present; Terry Russell: present; Meredith Henderson: present; Jackie Zibrat-Long: present.

C. Reporting out from Executive Session

Chair Zibrat-Long reported that on both February 16th and March 9th, the school committee met in executive session to discuss the evaluation process review, as recommended by the evaluation process review committee.

D. Superintendent's Award for Academic Excellence

Superintendent Scott Carpenter awarded MRHS Senior Christie Beckley with the Massachusetts Association of School Superintendents Award for Academic Excellence. These awards are given to high school students who have distinguished themselves in the pursuit of excellence during their high school careers. Criteria for the award looks at the three-year cumulative average, rank in class and selection by the superintendent from the top 5%.

E. Approval of Minutes: February 16, 2023

MOTION: Meredith Henderson moved to approve the minutes from the February 16, 2023 MRSC meeting, seconded by Betty Gray.

ROLL CALL VOTE: Sharon Stout (1): aye; Scotti Finnegan (.5): abstain; Tina Games(1): aye; Betty Gray(.5): aye; Jessica Rogers(.5): abstain; Terry Russell(1): aye; Meredith Henderson(1): aye; Jackie Zibrat-Long (.5): aye.

The motion passes with 6 ayes and 2 abstentions.

F. Public Comment: Harwich Resident Charles Gruzka addressed the school committee speaking in favor of FY24 budget scenario 3.

G. Reports and Discussions

i. Welcome new School Committee member

Chair Jackie Zibrat-Long welcomed new school committee member Joanne 'Scotti' Finnegan. Ms. Finnegan joins the committee as the newest Chatham member, who fills the vacancy from Danielle Tolley's departure.

ii. Open Campus Pilot Program update

MRHS Principal Jen Police was asked to return to the school committee to provide an update on the newly launched open campus pilot program. The program, which has happened 5 times now, has proven to be successful. When surveyed, parents appear to agree that they feel comfortable with their students leaving and returning, that students are following the rules of the program, find it beneficial to senior students, and understand that academics and discipline have been considered for their childrens' participation.

iii. Middle / High School Best Buddies Program - Melissa Maguire

Director of Student Services Melissa Maguire introduced MRMS Teacher and Best Buddies advisor Amanda Rice and grade 7 student Gigi Paravisini to speak about the MRMS Best Buddies program. The Best Buddies program is offered at the MS as a seminar to allow for more student participation. From that seminar, the group created a showcase - a series of interviews with Best Buddies students- that asks what inclusion means to them, which was shared with school committee members.

iv. Montreal and Quebec City Student Trip proposal - Pauline Linnell

MRHS French teacher Pauline Linnell shared her proposal to take a group of students to Montreal and Quebec City in April 2024. The trip aims to provide a cultural experience to students for a fraction of the cost of a trip to Europe. If approved, the group will travel from April 15-19, 2024 for an estimated cost of \$894 for 4 nights/days, and intends to have a teacher/student ratio of 4:10.

The school committee will vote to approve at the next meeting.

v. Second Reading: 2023-2024 MRSD School Calendar

Potential Vote

The school committee was presented with the 2023-2024 MRSC School Calendar for a second reading. The only change to the calendar from the first reading was the addition of Good Friday (March 29, 2024) as a day that the district will be closed. The new last day of school will now be June 17, 2024 - with no snow days.

MOTION: Meredith Henderson moved to approve the 2023-2024 MRSD School Calendar as presented, seconded by Betty Gray.

ROLL CALL VOTE: Sharon Stout (1): aye; Scotti Finnegan (.5): aye; Tina Games(1): aye; Betty Gray(.5): aye; Jessica Rogers(.5): aye; Terry Russell(1): aye; Meredith Henderson(1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

vi. ARC and Elementary Data presentation - Christie Cutone & Jennifer Kelly

Chatham Elementary School Principal Jen Kelly approached the podium first to present data captured in her reporting, which focused primarily on Foundational Skills, Multi-Tiered Systems of Support and Community

Involvement and Engagement. The comparative data shared reading progress from September 2021 to the middle of this current school year with proficient levels increasing and emergency levels decreasing. It also spoke to the continued work needed to complete the ongoing progress seen in reading levels in the school.

Harwich Elementary School Principal Christie Cutone then came to the podium to present her information related to the ARC program and Math MAP and MCAS percentages and the Multi-tiered systems of support. Both presentations emphasized the importance of bringing differentiated math teaching techniques to both Chatham and Harwich Elementary School and plans for next steps of needed implementation and support.

vii. FY24 Budget discussion and vote

MRSD Superintendent Scott Carpenter, Director of Curriculum, Instruction, and Assessment Marc Smith and Business Manager Michael MacMillan presented four budget scenarios for the school committee to consider.

Scenario 1 proposes:

Scenario 1 - Updated budget with state budget numbers no additional items from 'unfunded' list. Includes the two district curriculum positions.			
Scenario 1	Updated Amount	Change from FY23 (\$)	Change from FY23 (%)
Budget	\$44,155,532	\$1,354,129	3.16%
Harwich Assessment	\$28,346,094	\$1,044,636	3.83%
Chatham Assessment	\$9,607,351	\$93,764	0.99%

Scenario 2 proposes:

Scenario 2- Scenario 1 plus the Chatham Elementary School's unfunded requests - interventionist and admin support.			
Scenario 2	Updated Amount	Change from FY23 (\$)	Change from FY23 (%)
Budget	\$44,258,631	\$1,457,228	3.40%
Harwich Assessment	\$28,346,094	\$1,044,636	3.83%
Chatham Assessment	\$9,710,450	\$196,863	2.07%

Scenario 3 proposes:

Scenario 3 - Scenario 1 plus all the remaining unfunded requests, including those in Scenario 2, the SPED & intervention positions at HES, and furniture at MRHS.			
Scenario 3	Updated Amount	Change from FY23 (\$)	Change from FY23 (%)
Budget	\$44,447,003	\$1,645,600	3.84%
Harwich Assessment	\$28,519,107	\$1,217,649	4.46%
Chatham Assessment	\$9,725,809	\$212,222	2.23%

Scenario 4 proposes:

Scenario 4 - Scenario 1 with all the remaining unfunded requests, as in Scenario 3, however, excluding the two district curriculum positions.			
Scenario 4	Updated Amount	Change from FY23 (\$)	Change from FY23 (%)
Budget	\$44,195,812	\$1,394,409	3.26%
Harwich Assessment	\$28,327,271	\$1,025,813	3.76%
Chatham Assessment	\$9,666,454	\$152,867	1.61%

While the Administration supports the approval for budget scenario 1, Chair Zibrat-Long offered each school committee member opportunities to share their thoughts and recommendations on the most appropriate budget to approve for FY24. After much deliberation, Tina Games offered the following motion:

MOTION: Tina Games moved to approve FY24 Budget Scenario 3 minus the furniture at the MRHS. The motion was seconded by Betty Gray.

DISCUSSION: In discussion, it was recommended that the motion should include the dollar amounts and percentages being forwarded for approval.

AMENDMENT TO THE MOTION: Tina Games moved to approve the FY24 budget as follows:

	Updated Amount	Change from FY23 (\$)	Change from FY23 (%)
Budget	\$44,382,003	\$1,580,600	3.69%
Harwich Assessment	\$28,469,466	\$9,710,449	4.28%
Chatham Assessment	\$9,710,449	\$196,862	2.07%

The amendment was seconded by Betty Gray.

ROLL CALL VOTE: Sharon Stout (1): aye; Scotti Finnegan (.5): aye; Tina Games(1): aye; Betty Gray(.5): aye; Jessica Rogers(.5): aye; Terry Russell(1): aye; Meredith Henderson(1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the motion passes.

G. Subcommittee, Representatives, Liaison Report

Chair Zibrat-Long shared that in packets there is an updated 2022-2023 school committee member list that includes Ms. Finnegan’s information as well as an updated Subcommittee, Representative and Liaisons assignment list that has Ms. Finnegan placed on the Negotiations and Superintendent Evaluation subcommittees.

H. Superintendent’s Report

i. Recognition of Donations, Grants, and other Acknowledgments

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

- Thanks to the Cape Cod 5 for their education mini-grants to the following:
- From CES: Sarah Peters, Jenna Grodzicki, and Patrick McGovern
- From HES: Sarah Idman, William Weimer, Dyanna Rose, Nancy Capen, Francesca Jorgensen, and Amy Silvester
- From MRMS: Zihui Zhang and Tracey Hanna
- From MRHS: Richard Oldach, Stacy Yarnall, Pauline Linnell, Rachel Barnes, and Kari Flint

Thanks to Andy Matheson from MRHS and Kali Lower from MRMS and Joy Jordan for participating in the second Harwich Housing Huddle earlier this week who shared their personal stories about the struggle to find housing in our community

Dr. Carpenter also congratulated MRSD Director of Curriculum, Assessment and Instruction for successfully defending his dissertation today.

ii. Portrait of the Graduate update

Dr. Carpenter shared that he aimed to have an initial draft of the Portrait of the Graduate to present at the next meeting on March 23, 2023.

I. Action Items - Vote Required

i. FY24 Budget discussion and vote

MOTION: Tina Games moved to approve FY24 Budget Scenario 3 minus the furniture at the MRHS. The motion was seconded by Betty Gray.

DISCUSSION: In discussion, it was recommended that the motion should include the dollar amounts and percentages being forwarded for approval.

AMENDMENT TO THE MOTION: Tina Games moved to approve the FY24 budget as follows:

	Updated Amount	Change from FY23 (\$)	Change from FY23 (%)
Budget	\$44,382,003	\$1,580,600	3.69%
Harwich Assessment	\$28,469,466	\$9,710,449	4.28%
Chatham Assessment	\$9,710,449	\$196,862	2.07%

The amendment was seconded by Betty Gray.

ROLL CALL VOTE: Sharon Stout (1): aye; Scotti Finnegan (.5): aye; Tina Games(1): aye; Betty Gray(.5): aye; Jessica Rogers(.5): aye; Terry Russell(1): aye; Meredith Henderson(1): aye; Jackie Zibrat-Long (.5): aye.
UNANIMOUS the motion passes.

ii. Second Reading: 2023-2024 MRSD School Calendar **Potential Vote**

MOTION: Meredith Henderson moved to approve the 2023-2024 MRSD School Calendar as presented, seconded by Betty Gray.

ROLL CALL VOTE: Sharon Stout (1): aye; Scotti Finnegan (.5): aye; Tina Games(1): aye; Betty Gray(.5): aye; Jessica Rogers(.5): aye; Terry Russell(1): aye; Meredith Henderson(1): aye; Jackie Zibrat-Long (.5): aye.
UNANIMOUS the motion passes.

iii. ESSER Budget Transfer

MOTION: Meredith Henderson moved to approve the ESSER budget transfers as follows:
Three hundred thousand, four hundred and thirty-six dollars (\$300,436) for Facilities and equipment:
One hundred and thirty-four thousand, four hundred and thirty-two dollars (\$134,432) for Health Services.
One million, two hundred and thirty-three thousand, one hundred and seventy-three dollars (\$1,233,173) for Instruction, and
Six hundred and fifty-seven thousand, nine hundred and four dollars (\$657,904) for SEL and Mental Health.
The motion was seconded by Terry Russell.

ROLL CALL VOTE: Sharon Stout (1): aye; Scotti Finnegan (.5): aye; Tina Games(1): aye; Betty Gray(.5): aye; Jessica Rogers(.5): aye; Terry Russell(1): aye; Meredith Henderson(1): aye; Jackie Zibrat-Long (.5): aye.
UNANIMOUS the motion passes.

iv. Executive Session - Unit A Contract Language **Potential Vote**

MOTION: Meredith Henderson moved to approve the recommendation of the evaluation process review committee as discussed in executive session on February 16th and March 9th. The motion was seconded by Tina Games.

ROLL CALL VOTE: Sharon Stout: abstain; Scotti Finnegan (.5): aye; Tina Games(1): aye; Betty Gray(.5): aye; Jessica Rogers(.5): aye; Terry Russell(1): aye; Meredith Henderson(1): aye; Jackie Zibrat-Long (.5): aye.

The motion passes with 7 ayes and 1 abstention.

J. Presentation of the Warrants

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

K. Adjournment

MOTION: Meredith Henderson moved to adjourn the meeting, seconded by Jessica Rogers.

ROLL CALL VOTE: Sharon Stout (1): aye; Scotti Finnegan (.5): aye; Tina Games(1): aye; Betty Gray(.5): aye; Jessica Rogers(.5): aye; Terry Russell(1): aye; Meredith Henderson(1): aye; Jackie Zibrat-Long (.5): aye.

UNANIMOUS the meeting adjourns at 10:25 PM.

Respectfully Submitted,

Leah Tambolleo
Recording Secretary

Documents reviewed and available upon request

March 9, 2023 MRSC Meeting Agenda
February 16, 2023 MRSC Meeting Minutes
Open Campus Pilot Program data update
Middle / High School Best Buddies Program
Montreal and Quebec City Student Trip proposal
2023-2024 MRSD School Calendar
ARC and Elementary Data presentation
FY24 Budget
ESSER Budget Transfers

Monomoy Regional School District - Monomoy Regional School Committee
Meeting Minutes for Thursday, March 23, 2023 at 6:30 PM
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; Betty Gray; Tina Games; Jessica Rogers

Members not present: Scotti Finnegan

Members attending remotely via Zoom: Sharon Stout; Terry Russell

Administrators present: Scott Carpenter, Superintendent; Marc Smith; Michael MacMillan; Joy Jordan

A. Call to Order The meeting was called to order at 6:35 PM by Chair Jackie Zibrat-Long.

ROLL CALL ATTENDANCE: Sharon Stout: present; Terry Russell: present; Tina Games: present; Betty Gray: present; Jessica Rogers: present; Meredith Henderson: present; Jackie Zibrat-Long: present.

B. MRHS Student Representative - Not available

C. Public Comment:

MREA Vice President and MRMS teacher Jesse Malloy addressed school committee members stating his concerns related to attendance letters received by the MREA membership before February Break 2023.

Harwich Elementary School teacher Caitlyn Hopper shared her feedback with School Committee members related to the attendance letter she received.

MREA President Laura Weatherup addressed the school committee with her comments responding to statements made by MRSD Director of Curriculum, Instruction and Assessment Marc Smith at the March 9, 2023 MRSC meeting.

D. Reports and Discussions

i. Dream Day on Cape Cod student proposal with Cheri Armstrong

MRHS Career Education and Planning Coordinator Cheri Armstrong introduced MRHS seniors Max Weinberg and Colin Moore to the podium who shared their plan to hold a fundraising event for DreamDay on Cape Cod, a *'Non-Profit Organization Based in Brewster, Massachusetts, dedicated to bringing respite into the lives of children with serious and/or life-threatening illnesses and their families'*. Max and Colin, through their MRHS Internship program, are planning to host a 5K run and after-event on May 13, 2023 along the Chatham Turkey Trot route. The students have close to \$3200 in confirmed sponsorships, have met with Chatham Police and Fire, are scheduled to meet the Chatham Select Board for their approval, and have secured other local support and donations for this events.

After their presentation, the students and Ms. Armstrong fielded questions/comments from committee members.

ii. COLA for Barnstable County Retirees

Potential Vote

MOTION: Meredith Henderson moved to approve the Acts of 2022 Chapter 269 for a one-time adjustment of the Cost of Living for retirees of Barnstable County retirement association from 3% to 5% for fiscal year 2024 only. The motion was seconded by Betty Gray.

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

UNANIMOUS the motion passes.

iii. MRMS Data Presentation

MRMS Principal Adam O'Shea presented the 2021-2022 data report for the Middle School. In his report, Mr. O'Shea highlighted the successes they've seen over the last year and identified the areas where there is still need for improvements. The report looked at MCAS data including projected Math proficiency and Reading achievement, grades 5-7 reading and math data from 2018 through today, social and emotional well-being and counseling referrals from 2019 through 2023, and differentiated instruction.

iv. Artificial Intelligence (AI) in Public Education

MRSD Director of Instructional Technology Jim Birchfield and MRSD Director of Curriculum, Instruction and Assessment Marc Smith shared their presentation on Artificial Intelligence (AI) in Education. The presentation included information on the different types of AI, as we currently know it, some of its capabilities, and where it's heading next. Mr. Smith shared a video of an AI interpretation of the song, '*Lucy in the Sky with Diamonds*' and further demonstrated AI's abilities to create a resume and cover letter from basic prompts. As it relates to education, there are questions surrounding AI in terms of academic integrity, future skills needed, and barriers AI will present and remove for future generations. After the presentation, Mr. Smith and Mr. Birchfield took questions and comments from school committee members.

v. FY24 Budget: Conversations with Harwich and Chatham Finance Committees

Dr. Carpenter shared that he and MRSD Business Manager had met with both Harwich and Chatham Finance Committees for their approval of the MRSD FY24 budget, which was passed by the MRSC at the March 9th meeting. Dr. Carpenter will meet next with the Harwich Select Board on Monday, March 27th for their approval of the budget.

vi. MRSD Regional Agreement - DESE Recommendations

Dr. Carpenter reported that while recommended language to the regional agreement had been approved by the school committee and Select Boards, DESE had a set of their own recommendations that may hold up moving the proposals forward to town meeting. Dr. Carpenter will continue to confer with legal counsel and DESE on their recommendations and a decision will be made at later date whether or not to move this round of changes forward.

vii. 2023-2024 School Choice Participation

As required every year, the school committee must take a formal vote to participate in school choice for the following school year.

MOTION: Sharon Stout moved that the Monomoy Regional School District participate in the 2023-2024 School Choice program, seconded by Terry Russell.

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

UNANIMOUS the motion passes.

viii. First Reading: Policy File JLCDA - Administration of Naloxone (Narcan)

On behalf of the Policy Subcommittee, Sharon Stout shared policy file JLCDA - Administration of Naloxone (Narcan) for a first reading. No edits or modifications were made. This policy will come back for a second reading and approval vote at the April 13, 2023 MRSC meeting.

ix. First Reading: Policy File BE - School Committee Meetings

On behalf of the Policy Subcommittee, Sharon Stout shared policy file BE - School Committee Meetings for a first reading. No edits or modifications were made. This policy will come back for a second reading and approval vote at the April 13, 2023 MRSC meeting.

E. Subcommittee, Representatives, Liaison Report - No reports.

F. Superintendent's Report

i. Recognition of Donations, Grants, and other Acknowledgments

Dr. Carpenter thanked and recognized the following for their contributions to the Monomoy Regional School District:

Congratulations to the MRHS drama department on a successful run of 9 to 5: The Musical last week - the students and staff worked hard and the result was another fantastic production!

Thanks to Charles Gruszka for presenting to a packed room at our Parent University last night - he shared his experience and expertise on the development of self-esteem in young people. Part 2 of this series will be held next Wednesday.

A number of Monomoy students have art on display at the Through Young Eyes exhibit at the Cape Cod Museum of Art. The show runs through May 7.

Dr. Carpenter then continued in his report to address Public Comments made earlier in the evening.

G. Action Items - Vote Required

i. COLA for Barnstable County Retirees

Potential Vote

MOTION: Meredith Henderson moved to approve the Acts of 2022 Chapter 269 for a one-time adjustment of the Cost of Living for retirees of Barnstable County retirement association from 3% to 5% for fiscal year 2024 only. The motion was seconded by Betty Gray.

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

UNANIMOUS the motion passes.

ii. 2023-2024 School Choice Participation

MOTION: Sharon Stout moved that the Monomoy Regional School District participate in the 2023-2024 School Choice program, seconded by Terry Russell.

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

UNANIMOUS the motion passes.

iii. April 2024 Student trip to Montreal/Quebec City

MOTION: Meredith Henderson moved to approve the April 2024 Student trip to Montreal and Quebec City. The motion was seconded by Jessica Rogers.

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

UNANIMOUS the motion passes.

iv. MRMS Declaration of Surplus Items

MOTION: Meredith Henderson moved to approve surplus items as presented in their agenda packets, seconded by Jessica Rogers.

ROLL CALL VOTE: Sharon Stout (1): aye; Terry Russell (1): aye; Tina Games (1): aye; Betty Gray (.5): aye; Jessica Rogers (.5): 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 Jessica Rogers.

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

UNANIMOUS the meeting adjourns at 8:40 PM.

Respectfully Submitted,

Leah Tambolleo
Recording Secretary

Documents reviewed and available upon request:

March 23, 2023 MRSC Meeting Agenda
Dream Day on Cape Cod student proposal
COLA for Barnstable County Retirees
MRMS Data Presentation
Artificial Intelligence (AI) in Public Education
Policy File JLCDA - Administration of Naloxone (Narcan)
Policy File BE - School Committee Meetings
April 2024 Student trip to Montreal/Quebec City
MRMS Declaration of Surplus Items

Monomoy Regional School District - Monomoy Regional School Committee
Special MRSC Meeting Minutes for Monday, April 3, 2023 at 7:30 PM
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; Terry Russell; Betty Gray; Jessica Rogers; Scotti Finnegan; Sharon Stout.

Members not present: Tina Games; Meredith Henderson

Administrators present: Scott Carpenter, Superintendent; Marc Smith; Michael MacMillan; Melissa Maguire; Joy Jordan

A. Call to Order The meeting was called to order at 7:33 PM by Chair Zibrat-Long.

B. Public Comment Chair Zibrat-Long opened Public Comment for those wishing to express their thoughts on the trip. Ms. Zibrat-Long also noted that comments/questions would be taken during the meeting given the nature of the discussion.

Robbin Kelley and Stephanie Goley addressed the committee with their thoughts on the trip.

C. Discussion

i. Student Trip To Paris, France over April Break 2023

Chair Zibrat-Long opened the floor for discussion on the matter asking committee members to share their thoughts. Each had an opportunity to express their concerns for both allowing the trip to take place and potentially canceling the trip. Members discussed the potential risk of pivoting a group of that size through crowded streets, street and railway closures, monument closures, and accessible transportation options for the group. The committee also discussed the financial implications of canceling the trip and options for seeing that families are made whole as the cancelation policy only ensures a refund of 75%. Families in attendance asked how Chaperones were feeling about the trip and MRHS Principal Jen Police addressed that question by stating some were apprehensive and some would still commit to the trip if not canceled.

After members had an opportunity to express their concerns and families in attendance had no further comment, Chair Zibrat-Long asked if there was motion on the floor. After a motion and amendment, the final motion was offered:

D. Action Item - Vote Required

i. Student Trip To Paris, France over April Break 2023

MOTION: Terry Russell moved to rescind approval as originally granted on October 2, 2021 for the student trip to Paris, France over April break 2023 due to civil unrest and strikes. The motion was seconded by Sharon Stout.

UNANIMOUS the motion passes.

E. Adjournment

MOTION: Jessica Rogers moved to adjourn the meeting, seconded by Terry Russell.

UNANIMOUS the meeting adjourned at 8:15 PM.

Respectfully Submitted,

Leah Tambolleo
Recording Secretary

MRHS DATA

2022-23

Glow and Grow

ENROLLMENT TRENDS

2015	617
2016	600
2017	597
2018	628
2019	638
2020	635
2021	670
2022	668
2023	700+
2024 Projected	725

DEMOGRAPHIC DATA

MRSD	2019	2020	2021	2022
Economically Disadvantaged	25.30%	28.70%	31.90%	36%
English Learners	4.20%	4.90%	4.40%	3.75%
High Needs	38.70%	41.20%	43.30%	45.00%

DEMOGRAPHIC DATA CONTINUED....

	2020	2021	2022
MRHS Grad Rate	94.3%	95.7%	93.8%

	2020	2021	2022
MRHS Drop Out Rate	1.0%	1.6%	2.3%

CURRICULUM AND PROGRAM CHANGES (3 YEAR TREND)

WHAT HAVE WE BEEN UP TO?

New program additions and standards aligned curriculum resources:

- Diversified core texts in ELA
- New Grade 8 Science text
- New AP Biology text
- New Chemistry text
- New US History text
- New World History text
- New AP European History text
- **New Mathematics curriculum (Carnegie Math)**
- Project Lead the Way- *Engineering Pathway*
- Career Education and Planning (FTE)
- Enhanced Theater Arts
- Mental Health support- School Adjustment Counselor
- Unified Sports (Basketball and Track)
- SEL and Mindfulness into Wellness



NEW COURSES (2020-23)...

- Algebra 1 HONORS
- AP European History
- Honors Quantitative Reasoning
- CPR/First Aid
- Unified PE
- History of Medicine
- History of Foods
- Caribbean, Black, and Latin American History
- Dystopian, Contemporary, and Sports Literature
- *Intro to Drawing and Painting*
- *Mixed Media Workshop*
- *Intro to Sculpture*
- *Automation and Robotics*
- *Intro to Engineering Design*
- *Principles of Engineering*



COMING IN 2023-24...

- New Spanish and French text
- Business and Economics Program
- School Adjustment Counselor
- Project Lead the Way- *Computer Science Pathway*
- AP Capstone Diploma
- Computer Integrated Manufacturing
- Computer Science Essentials
- Video Games as Literature
- Algebra 2/Precalc Honors
- AP Precalculus
- Lifetime Activities
- Nutrition
- Leadership in Sports
- Adulthood 101 (tools of SEL, digital citizenship, community outreach, financial literacy)
- Media in Society
- Advertising and Marketing
- Entrepreneurship: An Intro to Business
- Sports Entertainment Marketing

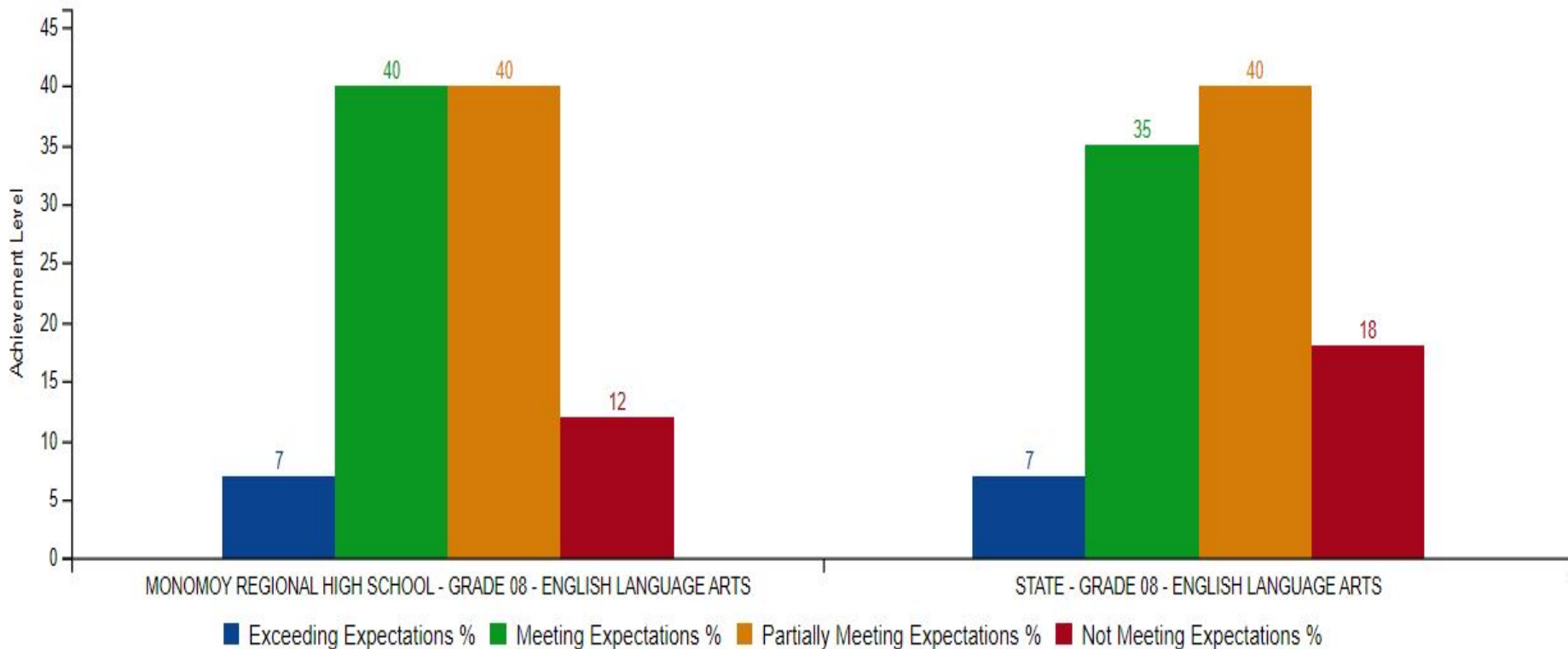
STUDENTS PARTICIPATING IN INTERNSHIP....

	2017	2018	2019	COVID	2021	2022	*2023
MRHS	20	40	60	N/A	40	60	100+

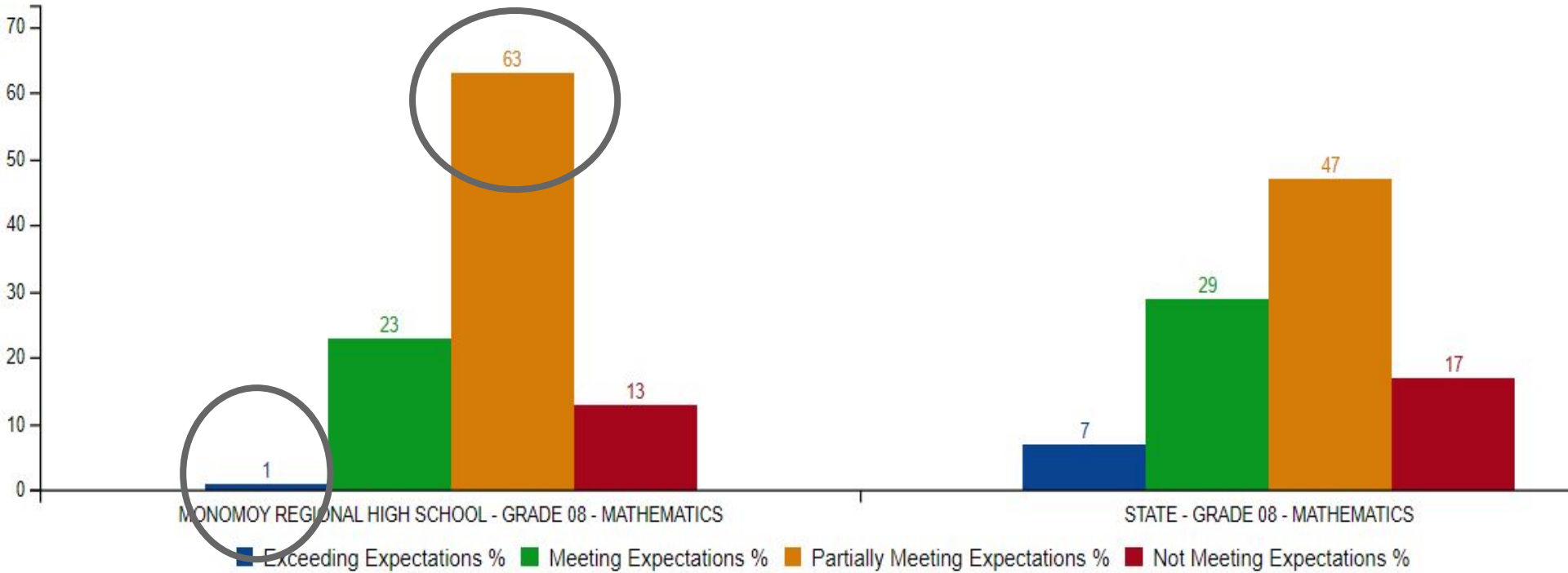
ADVANCED PLACEMENT TRENDS.....

	2018	2019	2020	2021	2022
Total AP Students	86	107	99	109	134
# of exams	189	219	178	211	241
AP Students with a score of 3+	63	79	74	80	97
% of AP students with a score of 3+	73.26	73.83	74.75	73.39	72.39

GRADE 8 ELA 2022







GRADE 8 MATHEMATICS 2022




GRADE 8 ELA AND MATH 2022

Grade and Subject	Meeting or Exceeding Expectations %		Exceeding Expectations %		Meeting Expectations %		Partially Meeting Expectations %		Not Meeting Expectations %		No. of Students Included	Part. Rate %	Avg. Scaled Score	Avg. SGP	Included in Avg. SGP
	School	State	School	State	School	State	School	State	School	State					
GRADE 08 - ENGLISH LANGUAGE ARTS	48	42	7	7	40	35	40	40	12	18	141	99	498	50	130
GRADE 08 - MATHEMATICS	25	36	1	7	23	29	63	47	13	17	142	100	489	26	128

GRADE 8 FOUR YEAR TREND.....

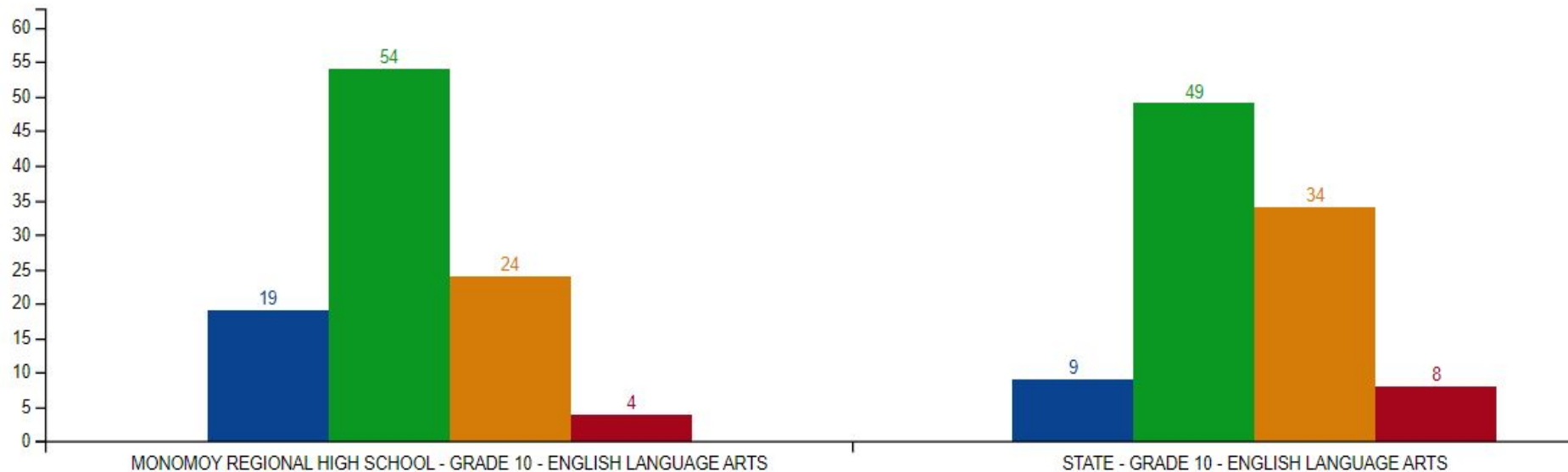
GRADE 08 - MATHEMATICS					
ACHIEVEMENT LEVEL		2018	2019	2021	2022
	Exceeding Expectations (E)	1	6	1	1
	Meeting Expectations (M)	52	38	39	23
	Partially Meeting Expectations (PM)	40	49	51	63
	Not Meeting Expectations (NM)	6	7	10	13

2022 Participation Rate = 100%

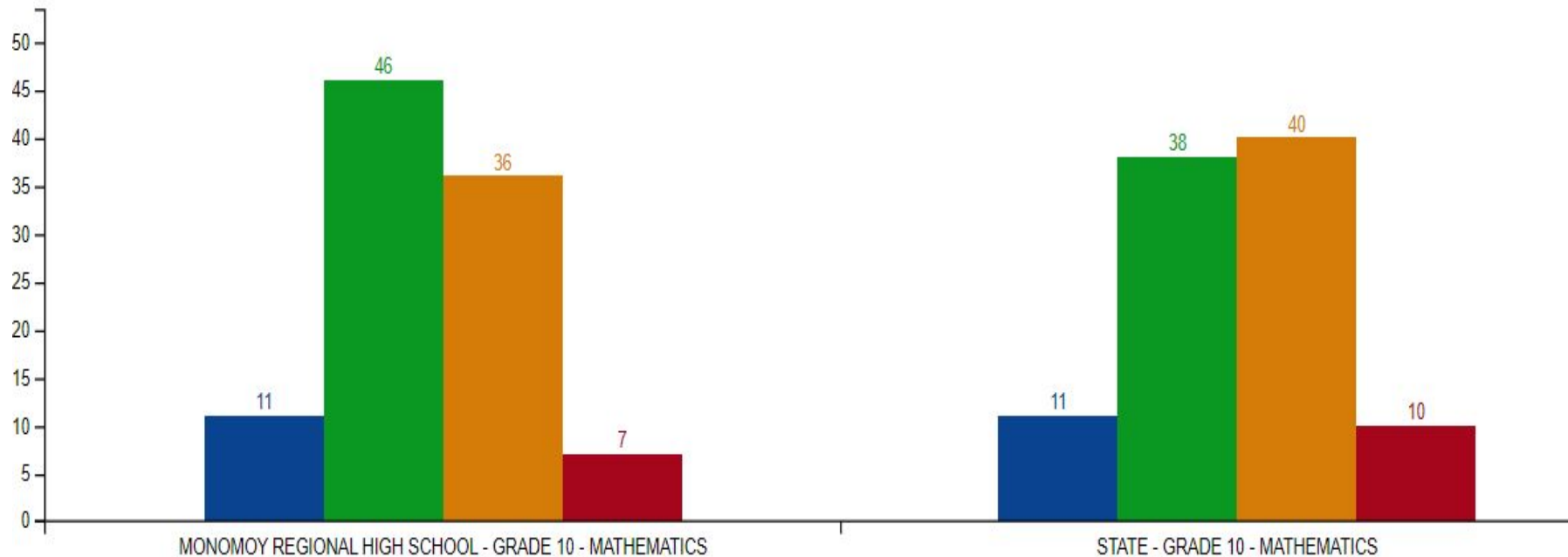
GRADE 08 - ENGLISH LANGUAGE ARTS					
ACHIEVEMENT LEVEL		2018	2019	2021	2022
	Exceeding Expectations (E)	7	10	5	7
	Meeting Expectations (M)	49	39	40	40
	Partially Meeting Expectations (PM)	32	37	50	40
	Not Meeting Expectations (NM)	13	14	5	12

2022 Participation Rate = 99%

GRADE 10 ELA 2022







GRADE 10 MATHEMATICS 2022







GRADE 10 ELA AND MATHEMATICS 2022

Grade and Subject	Meeting or Exceeding Expectations %		Exceeding Expectations %		Meeting Expectations %		Partially Meeting Expectations %		Not Meeting Expectations %		No. of Students Included	Part. Rate %	Avg. Scaled Score	Avg. SGP
	School	State	School	State	School	State	School	State	School	State				
GRADE 08 - ENGLISH LANGUAGE ARTS	48	42	7	7	40	35	40	40	12	18	141	99	498	50
GRADE 08 - MATHEMATICS	25	36	1	7	23	29	63	47	13	17	142	100	489	26
GRADE 08 - SCIENCE AND TECH/ENG	49	42	6	6	43	36	46	41	5	18	142	100	500	N/A
GRADE 10 - ENGLISH LANGUAGE ARTS	73	58	19	9	54	49	24	34	4	8	102	97	511	58
GRADE 10 - MATHEMATICS	57	50	11	11	46	38	36	40	7	10	100	99	505	46

GRADE 10 THREE YEAR TREND....

GRADE 10 - MATHEMATICS				
ACHIEVEMENT LEVEL		2019	2021	2022
	Exceeding Expectations (E)	9	9	11
	Meeting Expectations (M)	43	50	46
	Partially Meeting Expectations (PM)	44	36	36
	Not Meeting Expectations (NM)	4	5	7

2022 Participation Rate = 99%

GRADE 10 - ENGLISH LANGUAGE ARTS				
ACHIEVEMENT LEVEL		2019	2021	2022
	Exceeding Expectations (E)	19	24	19
	Meeting Expectations (M)	50	54	54
	Partially Meeting Expectations (PM)	24	17	24
	Not Meeting Expectations (NM)	6	5	4

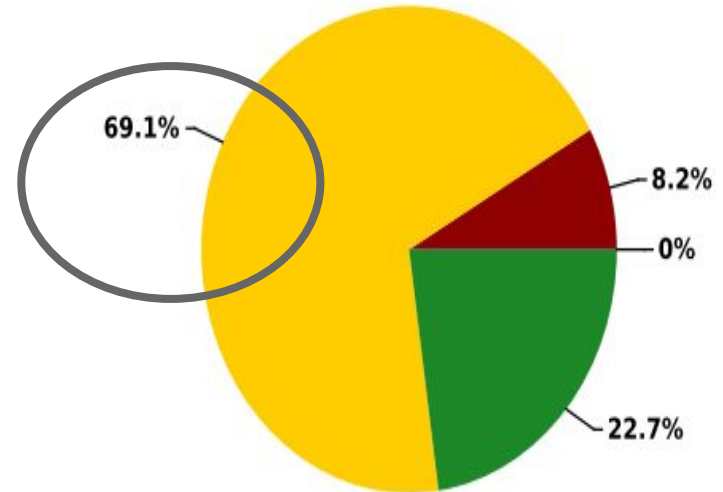
2022 Participation Rate = 97%

GRADE 8 MATH MCAS PREDICTION....

Projected to: **Massachusetts Comprehensive Assessment System (MCAS)** taken in **spring**.

View Linking Study: <https://www.nwea.org/resources/massachusetts-linking-study/>

Grade	Student Count	Not Meeting Expectations		Partially Meeting Expectations		Meeting Expectations		Exceeding Expectations	
		Count	Percent	Count	Percent	Count	Percent	Count	Percent
8	110	9	8.2%	76	69.1%	25	22.7%	0	0.0%
Total	110	9	8.2%	76	69.1%	25	22.7%	0	0.0%

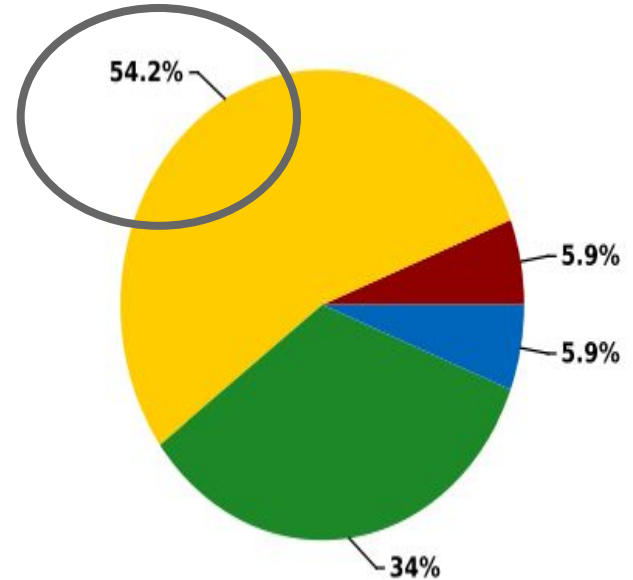


GRADE 8 ELA MCAS PREDICTION....

Projected to: **Massachusetts Comprehensive Assessment System (MCAS)** taken in **spring**.

View Linking Study: <https://www.nwea.org/resources/massachusetts-linking-study/>

Grade	Student Count	Not Meeting Expectations		Partially Meeting Expectations		Meeting Expectations		Exceeding Expectations	
		Count	Percent	Count	Percent	Count	Percent	Count	Percent
8	153	9	5.9%	83	54.2%	52	34.0%	9	5.9%
Total	153	9	5.9%	83	54.2%	52	34.0%	9	5.9%



OTHER FACTORS CONTRIBUTING TO THE DATA

- **Chronic absenteeism**
- **Chronic discipline**
- **Rising Mental Health challenges**

ATTENDANCE TRENDS

2019-2020

Total Number of Students	Count of Students who are Chronically Absent	School Chronic Absenteeism Percent
650	96	14.8%

Membership		Attendance			Unexcused Absences	
Max	Min	Max	Min	ADA	Max	Min
182	9	180	0	94	72	0

Chronic Absenteeism:

Total Number of Students	Count of Students who are Chronically Absent	School Chronic Absenteeism Percent
<u>643</u>	<u>34</u>	5.3%

Membership		Attendance			Unexcused Absences	
Max	Min	Max	Min	ADA	Max	Min
201	3	201	1	96	48	0

CONTINUED...

2020-2022

Chronic Absenteeism:

Total Number of Students	Count of Students who are Chronically Absent	School Chronic Absenteeism Percent
<u>680</u>	<u>172</u>	25.3%

Membership		Attendance			Unexcused Absences	
Max	Min	Max	Min	ADA	Max	Min
170	1	170	0	92	67	0

Chronic Absenteeism:

Total Number of Students	Count of Students who are Chronically Absent	School Chronic Absenteeism Percent
<u>685</u>	<u>200</u>	29.2%

Membership		Attendance			Unexcused Absences	
Max	Min	Max	Min	ADA	Max	Min
247	1	219	1	91	142	0

THERE IS MORE TO THE PUZZLE: DISCIPLINE AND MENTAL HEALTH

	Conduct Referrals	Mental health hospitalizations
FY22	1300	20
FY23	1861 (To data)	75+

IMPORTANT SOLUTIONS/INTERVENTIONS

- Continue with Math Intervention Lab
- Double the sections of skills-based English Foundations
- Add Grade 8 academic skills course for all
- Continue the work on vertical alignment of curriculum and instructional practices between middle and high school
- Continue the partnership with the DA's office to focus on attendance intervention strategies and support
- Build on our current SEL initiatives with additional wellness position
- Capture more students for ongoing mental health support with second School Adjustment position

MRHS Jawsome Data

2022-23



Purpose of Jawsome

- Academic Intervention
- Enrichment
- Co-curricular clubs
- Lunch
- SEL break
- Town Hall Meetings
- Large Group Guidance Meetings
- Counseling
- CPT

Challenges

- Time constraints
- Competing demands
- Finding the balance
- Student accountability
- Supervision

9th Grade ELA - Extra Help/AOT

St John, Jazmyn (A202)

This class is for 9th grade students who need extra help in Mrs. St. John's 9th Grade ELA Class. This will also serve as an AOT for any students who n...[More](#)

Climate Action Club Cafe

Dietz, Beth (A229)

Athletic Training treatments

Murray, Taylor (Unassigned)

If you play for any sports team here at Monomoy and you sustain an injury, feel free to schedule an appointment for an injury evaluation, treatment, r...[More](#)

Math Assessment Make Up (Jawsome A)

Bowman, Reuben (A160)

Please bring a lunch with you. You are here to start/continue/complete an assessment for your math class. Math Assessment Make-Ups Only

Ad Lucem Club

Smeltzer, Robert (A217)

AD LUCEM CLUB ADVISOR: Mr. Smeltzer WHEN WE MEET: Day 6 during Jawsome B in room 217 This club is for anyone who wants to le...[More](#)

AOT/Extra Help

Barnes, Rachel (A139)

This is for the completion of academic work and support for English class. Phones are not allowed in these sessions.[More](#)

Data

Quarter 1 & 2 grades

Total F's (school-wide)	Total F's (Gr. 8/9)	Percentage of F's (Gr.8/9)
139	95	68.3%

Total D's (school-wide)	Total D's (Gr. 8/9)	Percentage of D's (Gr.8/9)
254	149	58.6%

Total F's (school-wide)	Total F's (Gr. 8/9)	Percentage of F's (Gr.8/9)
179	127	70.9%

Total D's (school-wide)	Total D's (Gr. 8/9)	Percentage of D's (Gr.8/9)
266	150	56.3%

What did we try after Q2?

- Jawsome intervention plan was spearheaded and created by our teachers
- Policies and procedures were sent home to parents
- Students were scheduled with their academic teachers for both Jawsome A and B (choice removed)
- Result was -33% decrease in failures over three weeks

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Advisory	A block JS 142	A block MN 181	A block AM 142	A block AM 142	A block AM 142	A block PR 142
X	B block AM 142	B block AM 142	B block RB 199	B block PR 142	B block MN 181	B block AP 146

To Whom It May Concern,

At a meeting of the Recreation and Youth Commission on Tuesday, March 28, 2023, Jeffrey Craig was in attendance to present his concept for a Project Adventure Course in the Town of Harwich.

Mr. Craig gave a thorough and informative presentation on the concept and the Recreation and Youth Commission voted unanimously to support this concept for the Town of Harwich going forward.

The idea of a Project Adventure Course would certainly add to the Town's recreational opportunities for youth and adults alike and could potentially provide additional revenue opportunities for the Town.

Sincerely,

Eric Beebe

Town of Harwich Recreation Director

&

Town of Harwich Recreation and Youth Commission



Project Adventure

978.524.4500

www.pa.org

Poles, Pole Setting and Ground Anchors

Poles required for this Scope of Work

4 Class II CCA Treated Utility 50-foot
Poles

1 Class III CCA Treated Utility 35-foot
Poles

Coordination between the pole setter and Project Adventure; regardless if contracted by PA or the client. Pole setting and ground anchor installation

- * must be supervised by Project Adventure, Inc. installer(s). Additional charges may apply should delays be incurred due to client supplied materials or labor.

Aerial Lift Expense

- * Rough Terrain Boom Lift - Rental of a rough terrain boom lift.

Planning, Design and Administrative Services Expenses *

- * Circumstances such as requested design changes, requested drawings or schematics, engineering, required permits or unforeseen circumstances during installation may require additional Planning and Design efforts and additional costs. This amount may be adjusted on the final invoice. You will be required to approve any changes that will require additional costs.

Travel Expenses

- * Every effort will be made to keep expenses within this budget; however, circumstances may require additional travel expenses including, but not limited to delay on the part of the client to confirm dates in a timely manner. Travel expenses may be adjusted on the final invoice.

***Total Cost \$60,803.17**

***Total cost includes all labor, materials and job related expenses**



Project Adventure

978.524.4500

www.pa.org

Harwich Youth Services

Jeffrey Craig

508-292-9674

jeffelevan@hotmail.com

2023 New Course Installation Estimate

January 5, 2023

Challenge Course Elements and Related Estimated Expenses

This estimate is provided for planning and budgeting purposes only. A site visit is included and required prior to contracting this work to determine locations for elements.

High Elements

High elements are supported by 4 50-foot utility poles and supported by ground anchors and guy wires. The approximate area needed for this layout is 120-feet X 120-feet

Low Elements

Low elements are freestanding structures. Each need an activity area of approximately 20-feet x 20-feet.

Low Outdoor Elements

Qty	Element Name	Notes
1	Wall -- Freestanding	
1	Whale Watch -- 6' x 14'	
1	Spiders Web	using 6x6 posts

Portable Outdoor Elements

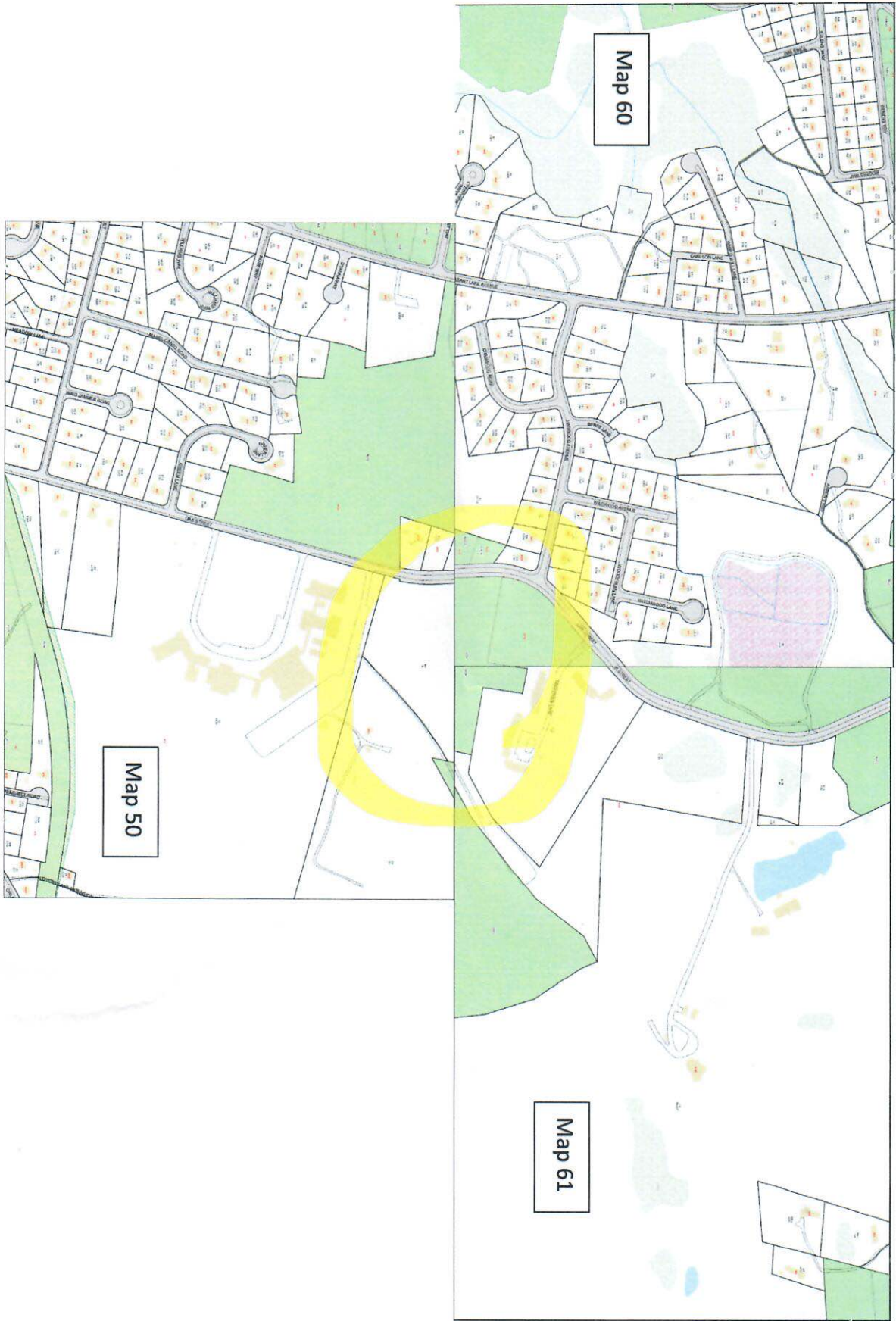
1	Islands	portable style
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High Outdoor Elements

Qty	Element Name	Notes
1	Catwalk	requires utility pole
1	Dangle Duo	
8	Guy Wire	
2	Leap anchors added to an existing staple climb	
1	Multi-Vine Traverse	
1	Pamper Plank with adjustable target	

719 Cabot Street, Beverly, MA 01915 | P 978.524.4500 | F 978.524.4501

A Non-Profit Organization. Project Adventure is an equal opportunity employer.



**Monomoy Regional School District
School Committee Meetings**

GENERAL OVERVIEW

The School Committee will transact all business at official meetings of the Committee. These may be either regular or special meetings, defined as follows:

1. Regular meeting: the usual meeting, held regularly, on the second and fourth Thursdays of the month as of March of 2023 (this provision shall not preclude the School Committee from changing the timing of its regular meetings).
2. Special meeting: a meeting called between scheduled regular meetings or to consider specific topics.

Every meeting of the Committee, regular or special, will be open to the public. The public is not able to attend executive sessions held in accordance with state law.

EXECUTIVE SESSIONS

1. All meetings of the School Committee are open to attendance by the public and media representatives. However, the Committee has the right to convene in a closed executive session when it meets the following procedural conditions imposed by state law:
 - a. The Committee will first convene in an open session for which due notice has been given.
 - b. The Chair (or, in their absence, the presiding member) will state the purpose for the executive session by stating all subjects that may be revealed without compromising the purpose for which the executive session was called to the extent required by law.
 - c. A majority of the members must vote to enter the executive session, with the vote taken by roll call and recorded in the official minutes.
 - d. The Chair or presiding member will state before entering the executive session whether the Committee will reconvene in open session after the executive session.
2. The law puts specific limitations on the purposes for which executive sessions may be convened. The Committee may enter executive sessions only to deliberate:
 - a. The reputation, character, physical condition or mental health, rather than the professional competence, of an individual, or the discipline or dismissal, including the hearing of charges against, a member of the committee, a school department employee or student, or other individual. The individual has certain rights enumerated in the law including requiring the Committee to hold an open session should the individual so request.
 - b. Strategy with respect to non-union negotiations, to conduct collective bargaining sessions or to negotiate with non-union personnel.
 - c. Strategy with respect to collective bargaining or litigation if an open meeting might have a detrimental effect.

- d. The deployment of security personnel or devices.
 - e. To investigate allegations of criminal misconduct or to discuss the filing of criminal complaints.
 - f. Transactions of real estate, if an open meeting might be detrimental to the negotiating position of the committee or another party.
 - g. To comply with the provisions of any general or specific law of federal grant-in-aid requirements.
 - h. And to consider and interview applicants for employment by a preliminary screening committee.
 - i. To meet or confer with a mediator with respect to any litigation on public business.
 - j. To discuss trade secrets or confidential competitively-sensitive or other proprietary information conducted by a governmental body as an energy supplier.
3. Accurate minutes of the proceedings conducted in the executive session will be kept and may remain secret only for so long as their public release would defeat the purpose of the session.

The School Committee Chair and Vice-Chair, whenever possible, and the Superintendent will review executive session minutes for possible declassification on, at least, a quarterly basis and, if necessary, will consult with legal counsel. The School Committee Chair will bring minutes recommended for declassification to the School Committee, generally in executive session, for a vote either as part of a consent agenda or for individual action. In either case, there shall be an announcement of the declassification of minutes.

When a specific set of executive session minutes, not yet declassified, is requested by a member of the public, the School Committee shall render a decision on declassification at its next meeting or within 30 days after the request, whichever occurs first.

All votes taken in executive session will be recorded roll call votes and will become part of the minutes of executive sessions.

NOTIFICATION OF SCHOOL COMMITTEE MEETINGS

As required by law, a minimum of 48 hours' advance notice (excluding Saturdays, Sundays, and legal holidays) will be given for any meeting of the School Committee, including all subcommittee meetings. The only exception permitted is in case of emergency, which the law defines as "a sudden, generally unexpected occurrence or set of circumstances demanding immediate action."

Notification of the dates, times, and places of regular meetings may be accomplished by periodic publication of the schedule for the ensuing months. However, a minimum of 48 hours prior to each meeting the Committee (except emergency meetings) shall cause to be posted a listing of each subject the Chair reasonably anticipates will be discussed at the meeting (the agenda). Notification of a change in a regular meeting time, place, or agenda and notification, including agenda, of a special meeting will be filed with the town clerk at least 48 hours in advance, as required by law.

As an alternative method of notice, a regional school district committee may, by majority vote, adopt the regional school district's website as its official notice posting method.

1. A copy of each meeting notice shall be kept by the secretary of the regional school district committee or the secretary's designee in accordance with the applicable records retention schedules.

2. The regional school committee shall file and post all notices on the school district's website.

AGENDA FORMAT

The Chair and Vice-Chair whenever possible of the School Committee will confer with the Superintendent to arrange the order of items on meeting agendas so that the Committee can accomplish its business as expeditiously as possible. The particular order may vary from meeting to meeting in keeping with the business at hand.

The Committee will follow the order of business established by the agenda except as it votes to rearrange the order for the convenience of visitors, individuals appearing before the Committee, or to expedite Committee business.

Any School Committee member, staff member, or person may suggest items of business. The inclusion of such items, however, will be at the discretion of the Chair of the Committee. A staff member who wishes to have a topic scheduled on the agenda should submit the request through the Superintendent.

The agenda for regular meetings will also provide for time when any person who wishes may speak briefly before the School Committee.

The agenda, together with supporting materials, will be distributed to School Committee members no less than three business days prior to the meeting to permit adequate time to prepare for the meeting.

Agendas will be posted and made available to the press.

PUBLIC COMMENT and GUIDELINES AT SCHOOL COMMITTEE MEETINGS

Massachusetts General Laws Chapter 30A Section 20(f) governs public participation at open meetings covering all public bodies.

MGL: Chapter 30A:20 [Notice, Remote Participation, Public Participation, Certification]

(f) No person shall address a meeting of a public body without permission of the chair; and all persons shall, at the request of the chair, be silent. No person shall disrupt the proceedings of a meeting of a public body. If, after clear warning from the chair, a person continues to disrupt the proceedings, the chair may order the person to withdraw from the meeting and if the person does not withdraw, the chair may authorize a constable or other officer to remove the person from the meeting.

The School Committee believes that the school district community should have an opportunity to comment to the Committee on issues that affect the school district and are within the scope of the Committee's responsibilities. Therefore, the Committee has set aside a period of time at each regular School Committee meeting to hear from the public. In addition, if the Committee believes that an issue requires a dialogue with the school district community, the Committee may schedule a separate public hearing or forum on that issue.

Any person who wishes to make a presentation to the School Committee on an item which is of interest to them and within the scope of the Committee's responsibilities may request to be placed on the agenda for a particular meeting. Such requests should be in writing and should be received by the Superintendent of Schools and the

School Committee Chair at least one week prior to the date of the meeting. Such requests should contain background statements which would explain the scope and intent of the agenda item. The Chair and Vice-Chair, whenever possible, of the Committee works with the Superintendent to formulate the meeting agendas. Together they will determine whether or not to place an item on the agenda, and if the item is to be taken up, they will also determine when to place an item on the agenda and all parameters to be required of the presenter. The final approval will be made by the Chair.

The School Committee desires individuals to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the Committee would like the opportunity to hear public comments.

Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. It is an individual's opportunity to express an opinion on issues within the School Committee's authority. If the public has a question about an upcoming agenda item, they can contact the Chair and Vice-Chair, whenever possible, of the School Committee or the Superintendent of Schools.

To ensure the ability of the School Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. There shall be at least one public comment period during each regular meeting for a period of up to 15-minutes and, at the discretion of the Chair, the public comment period can be extended.
2. Any person wishing to speak before the Committee will identify themselves by name and address and shall speak for no longer than three minutes or at the discretion of the Chair. No person may speak more than once without permission of the Chair. All persons shall speak to the full Committee through the Chair and shall not address individual members or administrators.
3. Topics for discussion should be limited to those items within the School Committee's scope of authority. The authority of the School Committee primarily concerns the review, inquiry, input and approval of the budget of the District's public schools, the performance of the Superintendent, and the educational goals and policies of the District's public schools. Comments and complaints regarding school personnel (apart from the Superintendent) or students are generally prohibited unless those comments and complaints concern matters within the scope of School Committee authority.
4. Any Committee member may direct questions to the speaker through the Chair in order to clarify comments of the speaker. However, Committee members should refrain from engaging with speakers during public comment except for the purpose of clarification.
5. The Chair of the meeting, after a warning, reserves the right to terminate speech which constitutes true threats that may provoke a violent reaction and cause a breach of the peace, or incitement to imminent lawless conduct, or contains obscenities.

REMOTE PARTICIPATION

The School Committee has adopted remote participation pursuant to 940 CMR 29.10. Remote participation in meetings will not be used in a way that would defeat the purposes of the M.G.L. c. 30A, §§ 18 through 25, namely promoting transparency with regard to deliberations and decisions on which public policy is based.

The law and regulations allow members of the School Committee to participate remotely under limited circumstances. Specifically, a School Committee member may only participate remotely if physical attendance would be unreasonably difficult, e.g., due to geographic proximity, illness. Generally, other professional or personal commitments are not sufficient to make physical attendance unreasonably difficult.

A quorum of the body, including the chair or, in the chair's absence, the person authorized to chair the meeting, shall be physically present at the meeting location, as required by M.G.L. c. 30A, § 20(d).

Members of public bodies who participate remotely may vote and shall not be deemed absent for the purposes of M.G.L. c. 30A.

When a School Committee member's physical attendance would be unreasonably difficult, the following procedures will be followed:

1. Any member of a public body who wishes to participate remotely due to the expectation that physical attendance would be unreasonably difficult shall, as soon as reasonably possible prior to a meeting, notify the chair or, in the chair's absence, the person chairing the meeting, of his or her desire to do so and the reason for and facts supporting his or her request.
2. The Chair shall determine whether the School Committee member's circumstances make physical attendance unreasonably difficult.
3. If one or more members are participating remotely, the chair must announce the name of the member or members who are participating remotely at the start of the meeting and direct that such information be recorded in the meeting minutes.
4. All votes must be taken by roll call.
5. Members of the public body must be clearly audible to each other and to members of the public at all times by Adequate, Alternative Means as defined below.
6. When holding an executive session remotely, the public body must still take all required procedural steps for entering into the executive session in open session. At the beginning of the executive session, each public body member participating remotely must state that no other person is present or able to hear the discussion at the remote location unless the public body has approved the presence of that individual.

7. When feasible, the chair or, in the chair's absence, the person chairing the meeting, shall distribute to remote participants, in advance of the meeting, copies of any documents or exhibits that he or she reasonably anticipates will be used during the meeting. If used during the meeting, such documents shall be part of the official record of the meeting and shall be listed in the meeting minutes and retained in accordance with M.G.L. c. 30A, § 22.

Should the public body encounter technical problems while meeting remotely, the person chairing the meeting may decide how to address the technical difficulties but is encouraged whenever possible to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred must be noted in the meeting minutes.

For the purposes of this policy, "Adequate, Alternative Means" may include, without limitation, telephone or internet or satellite enabled audio or video conferencing or any other technology that enables the member to participate in the meetings. By way of example, Adequate, Alternative Means could include Zoom, Meets, WebEx or similar virtual meeting platform or a conference line.

Legal references:

[M.G.L. 30A:18-25; 30A:21; 30A:22](#)

[940 CMR 29.10](#)

[Open Meeting Law Guide and Educational materials](#)

Adopted: March 27, 2013

Revised: 11/5/2020

Monomoy Regional School District
ADMINISTRATION OF NALOXONE (NARCAN) - DRAFT

Policy

- A. In order to recognize and respond to potential life threatening opioid overdose as part of the Massachusetts Department of Public Health (MDPH) opioid overdose prevention program, the Monomoy Regional School District will maintain a system-wide plan for addressing potentially life-threatening opioid overdose reaction.
- B. Additionally:
 - a. This plan will be supplemented by any building-based medical emergency response plan.
 - b. The Nurse Leader will have the responsibility for the development and management of the intranasal Naloxone administration program in the school setting in accordance with MDPH protocols.
 - c. The School Physician will provide oversight to monitor the program and creation of the standing order for the district, to be renewed annually.
 - d. Training per MDPH protocols will be provided for all school nurse responders.
- C. It is the policy of the Monomoy Regional School District that all schools shall provide and maintain on-site in each school facility, Naloxone. To treat a case of suspected opioid overdose in a school setting, any school nurse may administer Naloxone during an emergency, to any student, staff or visitor suspected of having an opioid-related drug overdose, whether or not there is a previous history of opioid abuse.
 - a. Naloxone is the only Schedule IV controlled substance in Massachusetts that can be prescribed to someone other than the ultimate user. The Massachusetts Controlled Substances Act, M.G.L.c.94C,§19(b), authorizes naloxone to be prescribed or dispensed to a person for use on someone else. It is the policy of the Monomoy Regional School District that all schools shall provide and maintain naloxone on-site in each school facility. To treat a case of suspected opioid overdose in a school setting, any school nurse may administer naloxone during an emergency to any student, staff, or visitor suspected of having an opioid-related drug overdose, whether or not there is a previous history of opioid abuse, per 105 CMR 210.000, THE ADMINISTRATION OF PRESCRIPTION MEDICATIONS IN PUBLIC AND PRIVATE SCHOOLS.
 - b. Because naloxone is treated differently than any other prescription medication, and because any person can possess and administer naloxone, pursuant to the standing order, it is the policy of the Massachusetts Department of Public Health School Health Unit that individual possession and use of naloxone is not covered by 105 CMR 210.000. This means that pursuant to M.G.L. c.94c,§19(g) any staff member of the Monomoy Regional School District who, in good faith, attempts to render emergency care by administering naloxone to a person reasonably believed to be experiencing an opiate related overdose, shall not be liable from the attempt to render emergency care and may carry and administer naloxone on school property and school events, as

permitted within M.G.L. c. 94C, §§ 19(d) and 34A9e). This immunity does not apply to acts or omissions constituting gross negligence.

D. Background

- a. Recognizing that fatal and non-fatal overdoses from opioids play an increasing role in the mortality and morbidity of Massachusetts residents, the Massachusetts Department of Public Health launched the Overdose Education and Naloxone Distribution (OEND) prevention program using intranasal Naloxone in an attempt to reverse this trend.
- b. Naloxone is an opioid antagonist which means it displaces the opioid from receptors in the brain. An overdose occurs because the opioid is on the same receptor site in the brain that is responsible for breathing.
- c. Rapid administration of Naloxone may be life-saving in patients with an overdose due to opioids.
- d. Naloxone usually acts dramatically, allowing slowed or absent breathing to resume.
- e. It is both safe and effective and has no potential for abuse. Naloxone has been used by paramedics in ambulances and by emergency room clinicians for decades.

E. Signs and Symptoms of Opioid Overdose:

- a. School nurses may administer Naloxone to a patient (student, staff member or visitor) in the event of respiratory depression, unresponsiveness or respiratory arrest, when an opioid overdose is suspected.

F. The following are signs of an opioid overdose:

- a. Blue skin tinge-usually lips and fingertips show first
- b. Body is very limp
- c. Face is very pale
- d. Pulse is slow, erratic or not present
- e. Vomiting
- f. Choking sounds, gurgling, snoring/gasping noise
- g. Breathing is very slow, irregular or has stopped
- h. Unresponsive

G. Procedure

1. **Activate EMS** via Medical Emergency Response Plan. 911 must be called in all potential overdose situations.
2. **Assessment: ABC's: Airway, Breathing, Circulation.** When a patient is suspected of an opioid overdose, the nurse will conduct an initial assessment of the level of consciousness and respiratory status.
 - a. For individuals with no pulse: initiate CPR per BLS guidelines.
 - b. For individuals with a pulse but who are not breathing: establish an airway and perform rescue breathing using a face mask or shield.
 - c. Check for: foreign body in airway, level of consciousness, or unresponsiveness, very low respiratory rate or not breathing, no response to sternal rub, respiratory status, gasping for air while asleep or odd snoring pattern, pale or bluish skin, slow heart rate, low blood

pressure. Pinpoint pupils and track marks may be present, although absence of these findings does not exclude opioid overdose.

- d. For individuals who have a pulse and are breathing: assess if there is depression of the respiratory status as evidenced by:
 - i. a very low respiration rate
 - ii. interpretation of pulse oximetry measurement, if immediately available
3. Assess for decrease in level of consciousness as evidenced by:
 - a. difficult to arouse (responds to physical stimuli but does not communicate or follow commands, may move spontaneously) or
 - b. unable to arouse (minimal or no response to noxious stimuli, does not communicate or follow commands).
4. Nurse determines need for Naloxone administration
5. **Administration: Intranasal administration of Naloxone**
 - a. Assess person for contraindications or precaution, per available information.
 - b. How to use Naloxone Nasal Spray:
 - i. Follow manufacturer instructions for proper administration.
 - ii. Step 1. Lay the person on their back to receive a dose of Naloxone Nasal Spray.
 - iii. Step 2. Remove Naloxone Nasal Spray from the box. Peel back the tab with the circle to open the Naloxone Nasal Spray.
 - iv. Step 3. Hold the Naloxone Nasal Spray with your thumb on the bottom of the red plunger and your first and middle fingers on either side of the Nozzle.
 - v. Step 4. Tilt the person's head back and provide support under the neck with your hand. Gently insert the tip of the nozzle into one nostril until your fingers on either side of the nozzle are against the bottom of the person's nose.
 - vi. Step 5. Press the red plunger firmly to give the dose of Naloxone Nasal Spray.
 - vii. Step 6. Remove the Naloxone Nasal Spray from the nostril after giving the dose.
 - viii. If the person does not respond in 3 mins, repeat the steps and give the second dose of Naloxone Nasal Spray in a box.
 - ix. Monitor and stay with victim until EMS arrives
 - x. Place the victim in the recovery position; lay the person on their side, his or her body is supported by a bent knee and face turned to the side.

6. **Additional Considerations:** Naloxone blocks the opioid from acting so it can cause withdrawal symptoms with opioid tolerance.

- a. The victim may be angry or combative when he or she wakes up, therefore, it is important to stand back from the victim and, if possible, have a second adult present.

- b. Potential adverse effects include nausea, diarrhea, abdominal cramping, irritability, restlessness, muscle or bone pain, tearing or nose running, and craving of an opioid.
- c. Naloxone wears off in thirty (30) to ninety (90) minutes.

7. **Transport** to the nearest hospital via EMS. Students who receive a dose of Naloxone must be sent to the emergency room for follow-up.

8. **Follow-up:** If the administration of Naloxone was to a student, the school nurse will notify the Director of Student Support Services, the building administration and guidance. Student services will provide substance abuse prevention resources to the student and family, as appropriate.

9. **Documentation:** Record encounter in student/staff school health record and on an incident report. The recording should list the dose, route of administration, and time of delivery. It should include the patient presentation and response to Naloxone.

10. **Training:** The School Nurse Leader will provide annual education and training for school nurses by approved MDPH organizations.

9. **Procurement:** The superintendent, principal, School Nurse Leader or designee will be responsible for the procurement of Naloxone and will distribute Naloxone kits to each school/school nurse.

10. **Storage:** Naloxone should be stored in a secure, but unlocked, location, at room temperature and away from direct sunlight. It will be clearly marked and stored in an accessible place at the discretion of the school nurse. The school nurse will regularly inspect the Naloxone to check the expiration date on the box or vial and check the condition of the mucosal atomization devices.

11. **Disposal:** Empty administered Naloxone Nasal Spray should be returned to the original packaging and disposed of in a waste receptacle.

12. **Medication Errors:** All medication errors will be reported pursuant to 105 CMR 210 and Monomoy Regional School District's medication administration plan.

Adopted

Revised: