

**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Minutes for Thursday, September 8, 2022 at 6:30PM
Monomoy Regional High School Library - 75 Oak Street, 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

Members not present: Jessica Rogers

Members present via Zoom: Sharon Stout

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

A. Call to Order The meeting was called to order at 6:33 PM by Chair Jackie Zibrat-Long.

ROLL CALL ATTENDANCE: Sharon Stout (zoom): present; Danielle Tolley, present; Tina Games: present; Terry Russell, present; Meredith Henderson: present; Jackie Zibrat-Long, present.

Chair Jackie Zibrat-Long noted that Nancy Scott has resigned from the School Committee effective August 24, 2022. More information will be shared as it becomes available.

B. Public Comment: None

C. Reports and Discussions

i. Remote Participation - Reply from MRSD Legal Counsel

As a follow-up from the August 24, 2022 meeting discussion, Chair Zibrat-Long shared that she met again with Legal Counsel to review the motion and its intent from the July 14, 2022 MRSC meeting. Legal Counsel confirmed that the intent of the motion was to move forward with going back to in-person meetings. As to the question of the Remote Participation provision of policy file BE as it relates to subcommittees, Legal Counsel confirmed that each subcommittee will have to first meet in person and then vote on how each subcommittee will hold their meetings; either fully in-person, fully remotely or in a hybrid format, through March 31, 2023 when the Governor's amended statute expires.

School Committee members then engaged in an exchange of follow-up and clarifying questions.

ii. Karen Guillemette - Press Box Update

MRSD Athletics Director Karen Guillemette presented information to the school committee on the process of the development of the MRHS Press Box project. Her presentation included timeline, fundraising opportunities and next steps. The committee overseeing fundraising is currently pursuing grant opportunities and the MRSD All-Sports Booster Club has committed to contributing \$30,000 of funds already raised. The hope is that the press box will be completed and open for business by Fall 2023.

iii. Permission for Boys Basketball PreSeason Travel to Western MA- Potential Vote

Remaining at the podium, Ms. Guillemette is seeking permission from the School Committee for the Boys Varsity Basketball Team to travel to Western MA for a team-building opportunity. The proposal is for the team to depart

Saturday, December 3, 2022, stop in Uxbridge, MA to play a scrimmage, then travel on to Springfield, MA where they would stay the night. The next day, they plan to visit the Basketball Hall of Fame, travel to UMASS Amherst to observe a practice and meet the players/coaches and then head back home.

The trip is estimated to cost \$2020.00 in total.

School Committee members will vote on this item at the September 22, 2022 MRSC meeting.

iv. FY22 Annual Financial Report / Budget Transfers - Potential Vote

MRSD Business Manager Michael MacMillan shared an overview of the FY22 Annual Financial Report. The keys points are:

General Operating Budget: 1.3 MIL unencumbered at the end of the fiscal year.

School Choice & Charter Tuition: 20% reduction in the number of students exiting through these programs.

District Revenue: \$500K increase in the District’s revenue in FY21

Excess & Deficiency (E&D): \$2.7 MIL estimated balance once FY22 has been certified by the Department of Revenue.

Additionally, Mr. MacMillan provided the below:

“In line with the District’s finance policies, the School Committee is asked to approve the budget transfers listed in the table below. These transfers will resolve year end deficits in major account lines.

These deficits have arisen primarily from the purchase of technology to meet student and staff needs, and ongoing maintenance and repair of the HVAC systems. The district has also pre-paid for FY23 transportation Costs.”

Major Account	Budget	YTD	Encumbrance	Balance before transfer	Transfer	Ending Balance
Acquisition, Improvement and Replacement of Fixed Assets	\$ 333,226	\$ 184,664	\$ -	\$ 148,562		\$ 148,562
Administration	\$ 1,190,874	\$ 1,067,956	\$ 9,756	\$ 113,162		\$ 113,162
Benefits and Fixed Charges	\$ 7,665,295	\$ 7,349,650	\$ 2,670	\$ 312,975		\$ 312,975
Debt and Retirement Service	\$ 1,934,625	\$ 1,934,625	\$ -	\$ -		\$ -
Guidance, Counseling and Testing	\$ 1,179,603	\$ 1,096,277	\$ 203	\$ 83,123		\$ 83,123
Instructional Leadership	\$ 1,996,274	\$ 1,943,064	\$ 1,458	\$ 51,752		\$ 51,752
Instructional Materials, Equipment and Technology	\$ 944,611	\$ 1,085,152	\$ 15,004	\$ (155,545)	\$ 155,545	\$ (0)
Operations and Maintenance	\$ 3,317,368	\$ 3,368,817	\$ 18,348	\$ (69,797)	\$ 69,797	\$ 0
Other Teaching Services	\$ 3,088,976	\$ 3,002,660	\$ -	\$ 86,316		\$ 86,316
Professional Development	\$ 363,863	\$ 263,920	\$ 4,375	\$ 95,568		\$ 95,568
Programs with Other School Districts	\$ 3,065,583	\$ 2,357,607	\$ -	\$ 707,976	\$ (419,905)	\$ 288,071
Pupil Services	\$ 2,989,139	\$ 3,183,135	\$ 567	\$ (194,563)	\$ 194,563	\$ 0
Teachers	\$13,491,697	\$13,381,590	\$ -	\$ 110,107		\$ 110,107
Total	\$41,561,134	\$40,219,118	\$ 52,381	\$ 1,289,636	\$ -	\$ 1,289,636

MOTION: Meredith Henderson moved to approve the budget transfers as presented in the agenda packet. The motion was seconded by Terry Russell.

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

UNANIMOUS the motion passes.

v. Approval of Class of 2027 Student Activity Account

MRSD Business Manager Michael MacMillan shared the following background information:

“Massachusetts General Law allows school districts to receive, deposit and expend funds on behalf of students in connection with student activities (MGL c.71 § 47) . The district has bank accounts set up for this purpose and a number of recognized activities. Each activity should be approved by the School Committee at the time it is created.

The School Committee is asked to approve the creation of a student activity account for the class of 2027 to

allow funds to be received and expended for related events for the 2027 class.”

MOTION: Meredith Henderson moved to approve the creation of a student activity account for the Class of 2027. The motion was seconded by Danielle Tolley.

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

UNANIMOUS the motion passes.

vi. ESP Peer Mentoring Pilot Program

MREA liaison and Harwich Elementary School Instructional Assistant Cindy Gushee presented her proposal for implementing a peer mentoring program for Education Support Professionals (ESPs) in the district. The goal mentoring program is to help retain ESPs longer, for staff and student consistency, and to create a better work environment. This pilot program is due to launch at Harwich Elementary School and eventually expand to all four school locations.

While not seeking funding approval at this time, Ms. Gushee is applying for grants through the National Education Association (NEA), MA Teachers Association (MTA) and the Cape Cod Five to help support this new mentoring program.

Ms. Gushee plans to report back to the School Committee in the new year with an update on her efforts.

vii. First Reading: 2022-2023 MRSC Goals

At the August 24, 2022 MRSC meeting, a draft of the 2022-2023 MRSC goals was presented for a first reading. At that time, several edits were made to the document and therefore had to be re-presented for a new first reading. This evening, questions related to goal #4 and goal #2 were discussed. The committee agreed to add the words ‘*and conduct an assessment*’ to Action Step 1 of goal 4. As this addition to the action step does not alter the integrity of the goals, this minor edit will be added to the draft and come back for a second reading and approval vote at the September 22, 2022 MRSC meeting.

viii. First Reading: Policy File JFABF - Educational Opportunities for Children in Foster Care

On behalf of the Policy Subcommittee, Danielle Tolley presented *Policy File JFABF - Educational Opportunities for Children in Foster Care* for a first reading. No edits or changes were made. This policy will come back for a second reading and approval vote at the September 22, 2022 MRSC meeting.

ix. First Reading: Policy File JFABE - Educational Opportunities for Military Children

On behalf of the Policy Subcommittee, Danielle Tolley presented *Policy File JFABE - Educational Opportunities for Military Children* for a first reading. No edits or changes were made. This policy will come back for a second reading and approval vote at the September 22, 2022 MRSC meeting.

x. Harwich Community Playground at HES Ribbon Cutting Ceremony

Dr. Carpenter shared that the official ribbon cutting ceremony for the playground will be held this Saturday, September 10, 2022 at 10AM. Members from the Harwich Board of Selectmen and other Town Administrators as well as our Vice-Chair Meredith Henderson will be there to say a few words. All are welcome to attend.

D. Subcommittee, Representatives, Liaison Report

i. Strategic Plan Update - TLA Timeline

Dr. Carpenter reported that on Tuesday, August 30, 2022, the timeline for the Portrait of the Graduate (POG) was established. The process will include a community survey and the development of a focus group. A first draft of the POG will be brought to the full committee on February 16, 2022.

E. Superintendent's Report

i. Recognition of Donations, Grants, and other Acknowledgements - None to report.

ii. Convocation and Opening Day Report

Dr. Carpenter reflected on the opening day for the beginning of this year vs. the last two school years. He briefly spoke on the amount of new hires there are in the district this year with only one or two positions yet to be filled. Dr. Carpenter reminded folks that September 19th will begin Safety Week in the district and Friday, September 23rd will be a half-day for students as staff uses the second half of that day to train on the new CrisisGo software.

iii. Reporting out on Chatham SelectBoard August 30, 2022 Meeting

Dr. Carpenter continued in his report to share that at the August 30, 2022 Chatham SelectBoard meeting, Select Members discussed the timeline to fill the vacancy on our committee due to Nancy Scott's recent resignation. Deadline for applications is October 1, 2022 with interviews to be scheduled shortly thereafter. Also at that meeting, the SelectBoard discussed the Stepping Stones parcel, which was recently surplussed back to the Town from the Monomoy Regional School District. This parcel has been recommended for the use of affordable/attainable housing. This issue will now go to Town Meeting where a two-thirds approval vote is required for it to pass.

F. Action Items

i. Budget Transfers - Potential Vote

MOTION: Meredith Henderson moved to approve the budget transfers as presented in the agenda packet. The motion was seconded by Terry Russell.

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

UNANIMOUS the motion passes.

ii. Approval of Class of 2027 Student Activity Account

MOTION: Meredith Henderson moved to approve the creation of a student activity account for the Class of 2027. The motion was seconded by Danielle Tolley.

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

UNANIMOUS the motion passes.

iii. FY22 Prior Year invoice

MOTION: Meredith Henderson moved to approve payment of prior invoices as presented in the agenda packet. The motion was seconded by Terry Russell.

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

UNANIMOUS the motion passes.

iv. Presentation of the Warrants

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

G. Adjournment

MOTION: Danielle Tolley moved to adjourn the meeting, seconded by Meredith Henderson

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

UNANIMOUS the meeting adjourns at 8:15 PM.

Respectfully Submitted,
Leah Tambollo
Recording Secretary

Documents reviewed and available upon request

September 9, 2022 MRSC Meeting Agenda

PressBox sketch and presentation

Basketball trip proposal

ESP Peer Mentoring Handout

FY22 Annual Financial Report

2022-2023 MRSC Goals

Policy File JFABF - Educational Opportunities for Children in Foster Care

Policy File JFABF - Educational Opportunities for Children in Foster Care

Harwich Community Playground at HES Ribbon Cutting Ceremony

FY22 Prior Year invoice