

**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Minutes for Thursday, April 25, 2024 at 5:45 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: Betty Gray, Vice-Chair; Jessica Rogers; Tina Games; Ryan Clarke; Terry Russell (arriving at 5:48 PM); Jackie Zibrat-Long

Members not Present: Meredith Henderson; Scotti Finnegan

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

A. Call to Order: The meeting was called to order at 5:46 PM by Vice-Chair Betty Gray.

B. Adjournment to Executive Session Roll Call Vote to adjourn to Executive Session pursuant to G.L. c. 30A, sec. 21(a)(4) to discuss the deployment of security personnel or devices, or strategies with respect thereto and the chair so declares it.

MOTION: Jackie Zibrat-Long moved to adjourn to Executive Session, seconded by Jessica Rogers.

ROLL CALL VOTE: Ryan Clarke: aye; Jackie Zibrat-Long: aye; Tina Games: aye; Jessica Rogers: aye; Betty Gray: aye.

UNANIMOUS the meeting adjourns to Executive Session at 5:46 PM.

Regular Open Session resumes at 6:35 PM.

C. NSDC Award

MRHS Senior Susannah Brown was presented with the NSDC Award. This award honors students for Academic Growth and Student Leadership in Learning and '*given to high school seniors who have consistently pursued a high level of academic effort, and who have also served as positive role models for the student body. Recipients of the award exemplify admirable character and accomplishment.*'

D. Public Comment: None

E. Reports and Discussions

i. Transportation Bid

In a continued conversation from the April 11, 2024 MRSC meeting, MRSD Business Manager Michael MacMillan provided the school committee with more information related to references, vehicle maintenance and costs, and driver recruitment to support his recommendation to stay with the Cape Cod Collaborative and enter a new 3-year contract (w/a 2-year extended agreement option) with them. School Committee members thanked Mr. MacMillan for his followup and concurred that they saw no real need to move on from a relationship that is already working.

MOTION: Terry Russell moved to approve that the district enter into an agreement with the Cape Cod Collaborative for transportation services for three years, with the option to extend the agreement for up to two additional years. The motion was seconded by Jessica Rogers.

UNANIMOUS the motion passes.

ii. Architectural House Doctor Contract

MRSD Business Manager Michael MacMillan informed the committee that the district had recently issued a Request for Qualifications (RFQ) for design services for a house architect, which would essentially allow the district to have an architect on call for small and large projects over a three year period. The RFQ yielded seven responses from architectural firms and Mr. MacMillan and the Superintendent will begin to review the proposals, check references, meet with prospective contractors and come back to the committee with a recommendation and potential vote. The committee engaged in a robust Q & A with Mr. MacMillan discussing topics like retainer fees - if applicable, contractual obligations, MA procurement laws, criteria, and ease of moving necessary projects along. Although noted as an Action Item, no vote was taken at this time.

iii. Quarter 3 Finance Report

MRSD Business Manager Michael MacMillan remained at the podium to share the financial report of where the district stands as of quarter three. The presentation included information related to annual expenditures and historic trends, expenditures by major account, operations & maintenance, professional development, heating/utilities, HVAC repairs, and substitute expenditures. At the end of his report, Mr. MacMillan asked committee members to vote on budget transfers (please see H.iii.).

i. Superintendent Summative Evaluation: First Reading (presented out of order)

On behalf of the Superintendent Evaluation Subcommittee, Tina Games invited members to share their individual evaluation summaries of Dr. Carpenter. After each member read theirs aloud, Ms. Games read the collective summative evaluation. The committee has also given Dr. Carpenter an overall rating of Proficient, with having met all his goals, for the 23-24 school year. The summative evaluation will be presented at the next meeting on May 9th for a second reading and approval vote.

F. Subcommittee, Representative, Liaison Reports

i. Superintendent Evaluation - Ms. Games thanked committee members for their work in getting the evaluations completed and returned in time to draft the summative evaluation.

G. Superintendent's Report

i. Recognition of Donations, Grants, and other Acknowledgments

Dr. Carpenter shared the following recognitions:

Harwich Elementary School was awarded a grant from Doug Flutie Jr. Foundation for Autism to install a Playground Communication Board at the school. In awarding the grant, the foundation noted, "Play is a critical part of children's development. Individuals with autism and other developmental delays commonly experience social deficits, which inhibit their ability to communicate effectively with others. Visual aids support a wide range of learners, including verbal, neuro-typical peers and promote inclusion of people with differing abilities. These communication boards will support individuals in initiating conversations with peers, navigating social situations, and expressing themselves." The Playground Communication Board is in place in the HES playground area and our preschool students are already making great use of it.

Thanks to the Woman's Club of Chatham for their grant:

- of \$345.00 to CES for after school club supplies
- of \$450 to MRMS teacher Catherine Kane to support her 'SeaShore Steward' seminar.
- of \$100 to HES teacher Kathryn Giangregorio to purchase a Cozy Calm-Down Cube and rug for a 'calm down' area in her classroom

Thanks to the Friends of the Chatham Waterways for their grant in the amount of \$415 to cover the cost of transportation and cleaning supplies for the MRMS 5th grade Earth Day trip (April 22nd) to clean LightHouse, Hardings and Cockle Cove beach.

Thanks to the Chatham Marconi Maritime Center for their grant in the amount of \$100 to CES to cover the cost of bus transportation to visit their center.

H. Action Items - Vote Required

i. Transportation Bid

MOTION: Terry Russell moved to approve that the district enter into an agreement with the Cape Cod Collaborative for transportation services for three years, with the option to extend the agreement for up to two additional years. The motion was seconded by Jessica Rogers.

UNANIMOUS the motion passes.

ii. Architectural House Doctor Contract - no vote taken.

iii. Qtr 3 Budget Transfers

MOTION: Jackie Zibrat-Long moved to approve the FY24 quarter three budget transfers as listed in the memorandum provided to the School Committee:

Major account	Account Number	Account Name	Transfer
Professional Development	1000.30.2358.400.184.001.3696	DIST Outside PD Inst Staff Cont Svcs	+\$70,000
Pupil Services	1000.30.3300.440.331.001.1464	DIST Transp Transportation Cont Svcs	-\$450,000
Operations and Maintenance	1000.22.4230.500.900.005.1625	MRHS Maint Of equip Supplies	+\$150,000
	1000.11.4230.500.900.005.1625	MRMS Maint Of equip Supplies	+\$120,000
	1000.22.4230.400.900.005.1624	MRHS Maint Of equip Cont Svcs	+\$110,000

The motion was seconded by Ryan Clarke.

UNANIMOUS the motion passes.

I. Presentation of the Warrants

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

J. Adjourn

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

UNANIMOUS the meeting adjourns at 7:34 PM.

Respectfully Submitted,

Leah Tambolloe
Recording Secretary