

**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Minutes for Wednesday, August 14, 2024 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: Betty Gray, Chair; Tina Games, Vice Chair; Jessica Rogers; Brad Schiff; Bre Rose.

Members not present: Ryan Clarke; Jackie Zibrat-Long; Meredith Henderson.

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

A. Call to Order

The meeting was called to order at 6 PM by Chair Betty Gray.

B. Adjournment to Executive Session Roll Call Vote to adjourn to Executive Session pursuant to M.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 it.

Regular Open Session to resume at approximately 6:30 PM.

MOTION: Tina Games moved to adjourn to Executive Session, seconded by Brad Schiff.

ROLL CALL VOTE: Bre Rose: aye; Brad Schiff: aye; Jessica Rogers: aye; Tina Games: aye; Betty Gray: aye.

UNANIMOUS the meeting adjourns to Executive Session at 6:01 PM.

Regular Open Session resumes at 6:30 PM.

C. Approval of Minutes:

i. July 11, 2024 MRSC Meeting

MOTION: Tina Games moved to approve the July 11, 2024 MRSC meeting minutes, seconded by Brad Schiff.

UNANIMOUS the motion passes.

ii. July 31, 2024 MRSC Annual Workshop

MOTION: Brad Schiff moved to approve the July 31, 2024 MRSC Workshop minutes, seconded by Jessica Rogers.

The motion passes with 4 ayes and Jessica Rogers abstaining from the vote.

D. Public Comment: Harwich resident Charles Gruszka addressed the committee speaking in favor of the Restorative Justice positions, to be discussed later in the agenda.

E. Reports and Discussions

i. School Handbooks: updates for the 2024 - 2025 School Year

Administrators from each of the four schools presented their student handbook changes for the 2024-2025 school year. These changes were largely broad in nature and included minor updates to staffing and room locations, after school club updates, absenteeism and tardiness, dismissal and arrival logistics and updates to report card schedules. Additionally, the Middle School and High School also noted changes to the Code of Conduct, the Search Policy, internet usage, restorative interventions and an updated parking pass system for student drivers at the HS.

ii. Formation of Restorative Justice Positions

Potential vote

MRHS and MRMS Principals Jen Police and Abby Dudley spoke to committee members to support their recommendation to create two new positions in the District to “promote and maintain a positive school culture/climate for all students and staff. The Rethinking Discipline/Restorative Justice Coordinator will ensure a supportive environment for student(s) who violate the student handbook by using restorative practices and collaborative problem-solving techniques”. Key responsibilities will include Social, Emotional, and Behavioral Interventions, Data Tracking and Accountability, Restorative Consequences and Skill Building, Building Safety and Efficiency, and Crisis Response.

Reporting out from Executive Session, the position titles were shared and discussed further among committee members in open session.

MOTION: Tina Games moved to accept the formation of the Restorative Justice positions as defined in the packets for both Units A & B. The motion was seconded by Brad Schiff.

UNANIMOUS the motion passes.

iii. First Reading: 2024-2025 MRSC Goals

At the MRSC Annual Workshop on July 31, 2024 school committee members worked to draft their 2024-2025 goals, which were presented for a first reading. The goals include advocating for affordable and attainable housing, supporting a DEI audit within the district, highlighting Monomoy’s decade of success in educational leadership and student achievement, and supporting discipline improvements at MRHS and MRMS using the restorative justice approach.

Minor wordsmithing edits were made to the original draft. The updated version of the goals will be presented for a second reading and approval vote at the September 12, 2024 MRSC meeting.

iv. Approval of Student Activity Account: Class of 2029

MRSD Business Manager presented the following information regarding the Student Activity Account: Class of 2029:

“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.”

MOTION: Tina Games moved to approve the creation of a student activity account for the Class of 2029, seconded by Brad Schiff.

UNANIMOUS the motion passes.

v. FY24 Quarter 4 Budget Report and Budget Transfer Vote

MRSD Business Manager presented the following information related to the FY25 Q4 Budget Report and Vote:

“The School Committee is asked to approve the budget transfers listed in the table below. These transfers will

resolve deficits in major accounts, including those designed to leave a surplus in the school choice fund.”

Reason	Major Account	Account Name / Number	Transfer
Transfers to resolve deficit caused by reduction in use of school choice funding for salaries.	Programs with Other School Districts	1000.30.9110.970.658.005.1780 DIST SCCH Tuition Tuitions	-\$250,000
		1000.30.9300.970.662.002.1810 DIST Non-Public Tuition Tuitions Spec Ed	-\$147,155
	Other Teaching Services	1000.01.2330.300.600.002.3473 CES Instl Asst Otr Sal Spec Ed	+\$47,000
		1000.02.2330.300.600.002.3473 HES Instl Asst Otr Sal Spec Ed	+\$100,000
		1000.22.2330.300.600.002.3473 MRHS Instl Asst Otr Sal Spec Ed	+250,000
	Pupil Services	1000.30.3300.440.331.001.1464 DIST Transp Transportation Cont Svcs	-\$100,000
	Teachers	1000.11.2305.110.406.001.3450 MRMS Teachers Prof Sal	+100,155

Reason	Major Account	Account Name / Number	Transfer
Deficit in instructional leadership, including expenditure on interpreters and copier service costs.	Acquisition, Improvement and Replacement of Fixed Assets	1000.11.7350.830.936.005.1743 MRMS Capital Exp-Equipment	-\$67,000
	Instructional Leadership	1000.30.2110.400.600.002.3404 DIST Director Supvsry Cont Svcs Spec Ed	+\$26,000
		1000.30.2110.600.205.001.0866 DIST Curr Dir Supvsry Other	+\$9,000
		1000.30.2110.500.600.002.3405 DIST Director Supvsry Supplies Spec Ed	+\$1,500
		1000.22.2210.200.771.005.3422 MRHS Sch Leadership Clerical Sal Subs	+\$11,000
		1000.11.2210.400.210.005.3424 MRMS Sch Leadership Cont Svcs	+12,500
		1000.02.2210.400.210.005.3424 HES Sch Leadership Cont Svcs	\$7,000
Deficit in building maintenance and repairs	Operations and Maintenance	1000.02.4230.400.900.005.1624 HES Maint Of equip Cont Svcs	+\$60,000
		1000.11.4230.400.900.005.1624 MRMS Maint Of equip Cont Svcs	+\$20,000
	Benefits and Fixed Charges	1000.30.5150.300.000.005.1664 DIST Employee Separation Costs Otr Sal	-\$24,000
		1000.30.5150.200.000.005.1664 DIST Employee Separation Costs Clerical Sal	-\$16,000

	Instructional Equipment	1000.22.2451.830.927.001.3546 MRHS Cllsrm Instr Tech Acq Equip	-\$20,000
		1000.30.2430.500.400.001.3535 DIST Gen Class Supplies	-\$20,000

Reason	Major Account	Account Name / Number	Transfer
Deficit in professional development	Professional Development	1000.02.2358.400.184.001.3696 HES Outside PD Inst Staff Cont Svcs	+\$20,000
		1000.01.2358.400.184.001.3696 CES Outside PD Inst Staff Cont Svcs	+\$9,000
	Administration	1000.30.1110.400.100.005.0704 DIST Sch Cttte Cont Svcs	-\$20,000
	Benefits and Fixed Charges	1000.30.5300.835.980.005.1681 DIST Rental-Lease equip Rent-Lease Equip	-\$9,000
Deficit in guidance and counselling	Guidance, Counseling and Testing	1000.11.2710.110.270.001.3561 MRMS Guid/Adj Couns Prof Sal	+\$11,000
	Pupil Services	1000.30.3300.440.331.001.1464 DIST Transp Transportation Cont Svcs	-\$11,000

The table below shows the collective impact of these transfers. These budget amendments will ensure that no major account will end the year in deficit.

Major Account	Current Budget	Balance before School Choice Amendment	School Choice Change	Balance Before Transfers	Requested Transfer	Ending Balance
Acquisition, Improvement and Replacement of Fixed	\$200,000	\$88,540	\$0	\$88,540	(\$67,000)	\$21,540
Administration	\$1,155,132	\$23,801	\$0	\$23,801	(\$20,000)	\$3,801
Benefits and Fixed Charges	\$8,433,557	\$53,197	\$0	\$53,197	(\$49,000)	\$4,197
Debt and Retirement Service	\$1,824,625	\$0	\$0	\$0	\$0	\$0
Instructional Leadership	\$2,758,960	(\$66,771)	\$0	(\$66,771)	\$67,000	\$229
Instructional Materials, Equipment and Technology	\$975,272	\$44,735	\$0	\$44,735	(\$40,000)	\$4,735
Operations and Maintenance	\$4,368,458	(\$79,939)	\$0	(\$79,939)	\$80,000	\$61
Other Teaching Services	\$3,197,321	\$188,049	\$584,962	(\$396,914)	\$397,000	\$86
Professional Development	\$418,913	(\$28,986)	\$0	(\$28,986)	\$29,000	\$14
Programs with Other School Districts	\$3,006,780	\$408,735	\$0	\$408,735	(\$397,155)	\$11,580
Pupil Services	\$2,800,036	\$115,065	\$0	\$115,065	(\$111,000)	\$4,065
Teachers	\$14,064,975.25	\$216,882.59	\$317,038.00	(\$100,155.41)	\$100,155.41	\$0.00
Guidance, Counseling and Testing	\$1,177,974	(\$10,705)	\$0	(\$10,705)	\$11,000	\$295
TOTAL	\$44,382,003	\$952,605	\$902,000	\$50,604	\$0	\$50,605

MOTION: Tina Games moved to approve the FY24 quarter four budget transfers as listed in the memorandum provided to the School Committee. The motion was seconded by Brad Schiff.

UNANIMOUS the motion passes.

vi. Professional title change: Director of Curriculum, Instruction and Assessment to Assistant Superintendent of Curriculum, Instruction and Assessment

At the July 11, 2024 MRSC meeting, members met in Executive Session to discuss retitling the role of **Director of Curriculum, Instruction, and Assessment (CIA)** to **Assistant Superintendent of Curriculum, Instruction, and Assessment**. This retitling simply aligns the role Dr. Millen is performing to that of other districts where the position carries the title of Assistant Superintendent. There is no salary change associated with the title change.

MOTION: Brad Schiff moved to approve the title change from Director of Curriculum, Instruction and Assessment to Assistant Superintendent of Curriculum, Instruction and Assessment. The motion was seconded by Jessica Rogers.

UNANIMOUS the motion passes.

F. Subcommittee, Representative, Liaison Reports

While there were no reports, Brad Schiff asked for further clarification on the roles of the Representatives and Liaisons. This subject will be added to an upcoming agenda for further discussion.

G. Superintendent's Report

i. Recognition of Donations, Grants, and other Acknowledgments - None

ii. Recap of Administrative Retreat

Dr. Carpenter shared that the Administrative Team met over two days to work on '*developing common and consistent multi-tiered systems of support across the district and how to best use data to drive academic, social-emotional, and behavioral decisions for tier 1, 2 and 3 interventions*'. The Admin Team will work on putting together a presentation to bring before the committee at a future meeting.

iii. Update on the Status of the MRMS Siding Project

Dr. Carpenter continued in his report to discuss the MRMS siding project and stated that the building has water intrusion issues due to decades-old construction defects and discussed addressing moisture injury and remediation in the MS building as well as funding options with representatives from the Massachusetts School Building Authority.

H. Action Items - Vote Required

i. Approval of Student Activity Account: Class of 2029

MOTION: Tina Games moved to approve the creation of a student activity account for the Class of 2029, seconded by Brad Schiff.

UNANIMOUS the motion passes.

ii. Professional title change: Director of Curriculum, Instruction and Assessment to Assistant Superintendent of Curriculum, Instruction and Assessment

MOTION: Brad Schiff moved to approve the title change from Director of Curriculum, Instruction and Assessment to Assistant Superintendent of Curriculum, Instruction and Assessment. The motion was seconded by Jessica Rogers.

UNANIMOUS the motion passes.

iii. Payment approval of Prior Year (FY24) Invoices

MRSD Business Manager Michael MacMillan presented invoices related to FY24 expenses that had come in after the closing of the fiscal year. School Committee approval is required in order to pay those invoices.

MOTION: Jessica Rogers moved to approve the payment of twenty nine thousand, three hundred and fifty five dollars and thirteen cents in FY24 invoices not previously encumbered, as presented to the School Committee. The motion was seconded by Brad Schiff.

UNANIMOUS the motion passes.

**iv. Formation of Restorative Justice Position
Potential vote**

MOTION: Tina Games moved to accept the formation of the Restorative Justice positions as defined in the packets for both Units A & B. The motion was seconded by Brad Schiff.

UNANIMOUS the motion passes.

v. FY24 Quarter 4 Budget Report and Budget Transfer Vote

MOTION: Tina Games moved to approve the FY24 quarter four budget transfers as listed in the memorandum provided to the School Committee. The motion was seconded by Brad Schiff.

UNANIMOUS the motion passes.

I. Presentation of the Warrants

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

J. Adjournment

MOTION: Meredith Henderson moved to adjourn the meeting, seconded by Tina Games.

UNANIMOUS the meeting adjourns at 7:48 PM.

Respectfully Submitted,

Leah Tambolleo
Recording Secretary