



**Monomoy Regional School District - Monomoy Regional School Committee  
Meeting Agenda for Thursday, October 23, 2025 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](#)

**Members present:** Meredith Henderson, Brad Schiff, Stephen Davol, Jackie Zibrat-Long, Betty Gray, Ryan Edwards

**Members not present:** Ryan Clarke, Bre Rose

**Administrators present:** Dr. Scott Carpenter, Dr. Robin Millen, Michael MacMillan, Melissa Maguire, Joy Jordan

## **AGENDA**

### **A. Call to Order**

Meredith Henderson called the meeting to order at 6:30 PM.

### **B. Adjourn to Executive Session: Roll Call Vote to adjourn to Executive Session pursuant to M.G.L. c. 30A, sec. 21(a)(4) to discuss the deployment of security personnel or devices, or strategies with respect thereto. Regular Open Session to resume at or before 7:00 PM.**

**ROLL CALL VOTE:** Ryan Edwards: aye; Betty Gray: aye; Jackie Zibrat-Long: aye; Stephen Davol: aye; Brad Schiff: aye; Meredith Henderson: aye

Meeting resumed at 7:04 PM

### **C. Approval of Meeting Minutes**

- i. October 9, 2025

**MOTION:** Jackie Zibrat-Long moved to approve the minutes from October 9, 2025, seconded by Betty Gray

**UNANIMOUS: the motion passes**

### **D. MRHS Student Representative**

None

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

None

### **F. Reports and Discussions**

- i. MRHS Best Buddies Leadership Conference

Shana Grogan and Emma Santoni presented the MRHS Best Buddies field trip request for next summer to the National Best Buddies Leadership Conference being held at Indiana University. The conference highlights the importance of student engagement and leadership. Ms. Grogan and Ms. Santoni shared their inspirational experiences from last year's conference, emphasizing the value of friendship, collaboration, and community-building within the program, along with their goals for further student involvement. The School Committee agreed to vote on the field trip at the next meeting.

- ii. National ESP Day

Cindy Gushee spoke about the crucial role of Educational Support Professionals (ESPs) in schools and their valuable contributions. She also highlighted the various categories of ESPs and encouraged the community to recognize their dedication and service, while also mentioning upcoming events to promote awareness and appreciation. A reminder to celebrate our ESP's this year on November 19, 2025, National Education Support Professionals Day.

- iii. Middle School Renovation General Contractor Award

#### **VOTE REQUIRED**

Business Manager Michael MacMillan and ECC Project Manager Brian Frigon reviewed the procurement process for awarding the General Contractor for the MRMS Window and Siding project. The district received eleven General Contractor submissions after soliciting for General Contractor qualification packages. Our MRMS Building Committee then evaluated all those and scored them. Two of the general contractors were disqualified so we had nine general contractors that we qualified and put out a solicitation for bidding from them.

At the same time, we also went out for solicitation for file sub-bids. File sub-bids are certain categories of construction that the State allows to bid directly to the owner so that we get the multiple bids and the General Contractor is required to utilize the lowest bid on that. We had six file sub bid categories,

waterproofing, roofing, metal windows, painting, electrical, and HVAC. We received bids and packages for all those except for one of them, the roofing one. So we end up having to go back out to the General Contractors in their bid to make sure they carry the roofing piece of it. Out of the nine pre-qualified bidders, we ended up getting three qualified bids in and they all utilized the file sub-bids. After reviewing the bids, the MRMS Building Committee recommends that we award the project to Pearl Construction, a local company based in Mashpee. The bid was for \$6,983,000 which was two million less than our anticipated cost.

**MOTION:** Jackie Zibrat-Long moved to approve that Monomoy Regional School District enter into a contract with Pearl Construction LLC as the general contractor for the middle school siding and window replacement project for a contract price of six million nine hundred and eighty three thousand dollars (\$6,983,000), seconded by Betty Gray.

**UNANIMOUS: the motion passes**

- iv. First Reading Policy Files: IKF - Competency Determination Graduation Requirement, BDG (CHB) - School Committee Review Procedures, BGE - Policy Dissemination

Robin Millen explained the revisions being made to Policy File IKF which are due to new guidance from the State of Massachusetts as to what the policy should include. The updated policy is written very closely to the model policy that the state provided to the high schools in the Commonwealth.

Ryan Edwards reviewed the changes made to Policy File BDG and Policy File BGE. After a brief discussion, School Committee members requested the Policy Subcommittee review Policy BGE again and clarify the revised language. Policy Files IKF and BDG will move forward for a second reading.

- v. Second Reading Policy Files: IM-MSP - Middle School Pathway Exploration Policy, File BEDC: Quorum, File BEDD: Rules of Order, File BEDF: Voting Method, File BEE: Special Procedures for Conducting Hearings, File BGB/BGC: Policy Adoption/Policy Amendment

**VOTE REQUIRED**

**MOTION:** Ryan Edwards moved to approve the Policy Files as presented to the School committee, seconded by Jackie Zibrat-Long

**UNANIMOUS: the motion passes**

- vi. Budget - 5 Year Outlook Presentation

Michael MacMillan presented a five-year financial and enrollment outlook to help guide long-term planning and budgeting decisions. The purpose is not to predict the future exactly but to analyze current trends, anticipate challenges, and adjust strategies as conditions change.

Key upcoming budget factors include:

- Major capital and debt-funded projects such as middle school siding and roofing, track and field replacement, and possibly Chatham Elementary roof and siding.
- Collective bargaining agreements scheduled for 2028–2029.
- A potential universal pre-K program under discussion.
- Broader town issues (affordable housing, wastewater projects) that could affect town and school budgets.

He compared last year's projections and current realities, emphasizing that capital projects are frequently adjusted based on updated assessments of building needs.

On demographics and enrollment, projections show:

- Both Chatham and Harwich have aging populations and fewer young families, which likely means continued declines in student enrollment.

- Enrollment estimates are more reliable for upper grades than for early grades (pre-K and kindergarten) due to uncertainty in birth rates and migration.
- The district’s FY25 enrollment was slightly below projections, particularly in lower grades, though the middle school saw a modest increase due to more school choice students.
- A declining enrollment trend may continue, affecting federal grant funding, town budget assessments, and operational efficiency, as fixed costs (like building maintenance) remain even with fewer students.

Overall, the report highlights the need for ongoing monitoring, flexibility, and long-term financial planning to maintain stability amid changing demographics and fiscal pressures.

**vii.** Special School Committee Meeting added to Schedule

Meredith Henderson explained the necessity of adding a December 18, 2025 Regular Business meeting to the 2025-2026 School Committee schedule to announce and vote on a new Superintendent.

**viii.** Superintendent Search feedback from the survey and forums, final composition of the search committee, the “ad”, and the posting

Meredith Henderson presented the final make up of the Superintendent Search Screening Committee identifying who will be representing all the different stakeholders as we continue through the process. A question was raised regarding how the number of roles was decided and if the Screening Committee was diversified enough. In response, it was shared that the size of the Screening Committee was decided based on the recommendation of the MASC consultant while taking into consideration the size of our district, who the stakeholders were and how we would represent them. The Subcommittee feels confident with the number and roles on the Screening Committee and is ready to move forward. It was also noted that several of the members of the Screening Committee are wearing more than one hat, i.e., both a parent in the district and a school employee. The brochure/invitation to apply to be Superintendent of Schools at Monomoy Regional School District will be posted on our website as well as the link to [masc.org/ Monomoy](http://masc.org/Monomoy) where the application will be.

**E. Subcommittee, Representative, Liaison Reports**

**i.** Building Committee

Jackie Zibrat-Long discussed the roofing presentation at the last MRMS Building Committee meeting. After review, the committee asked for revisions with some asphalt roof options for the portions that had metal on because of noise concerns during rain storms. The timeline going forward will include a vote for the School Committee for the November 20, 2025 meeting and then we will have another one for the December 11, 2025 meeting since the MSBA deadline is December 18, 2025.

**ii.** Superintendent Search

The first Screening Committee meeting will be held on Monday, October 27, 2025.

**F. Superintendent’s Report**

The Boston Globe has announced its 2024-2025 Scholastic Awards, and Monomoy Regional High School was recognized in the top 3 in its division. The awards honor the schools with the best performance in the previous academic year, based on their regular-season win percentage. For the 2024-2025 school year, Monomoy’s high school athletic programs as a whole had the 3rd best winning percentage in the state in Division 4, after Norwell at No. 1 and Lynnfield at No. 2. MRHS athletics teams had a win percentage of 63.24 for all three athletics seasons.

Monomoy Regional School District has been awarded a grant by the Massachusetts Department of Elementary and Secondary Education for the pursuit of Innovation Career Pathways programs that give high school students hands-on

learning experiences in high-demand fields. The \$15,000 planning grant awarded to Monomoy is the first step toward bringing Innovation Career Pathways to the district.

**H. Action Items -Vote Required**

- i. Second Reading Policy Files: IM-MSP - Middle School Pathway Exploration Policy, File BEDC: Quorum, File BEDD: Rules of Order, File BEDF: Voting Method, File BEE: Special Procedures for Conducting Hearings, File BGB/BGC: Policy Adoption/Policy Amendment

**MOTION:** Ryan Edwards moved to approve the Policy Files as presented to the School committee, seconded by Jackie Zibrat-Long

**UNANIMOUS: the motion passes**

- ii. General Contractor Award for Middle School Renovation project

**MOTION:** Jackie Zibrat-Long moved to approve that Monomoy Regional School District enter into a contract with Pearl Construction LLC as the general contractor for the middle school siding and window replacement project for a contract price of six million nine hundred and eighty three thousand dollars (\$6,983,000), seconded by Betty Gray.

**UNANIMOUS: the motion passes**

**I. Presentation of the Warrants**

Presentation of the Warrants Accounts Payable and Payroll Warrants were presented for MRSC member signatures

**J. Adjournment**

**MOTION:** Ryan Edwards moved to adjourn the meeting, seconded by Brad Schiff.

**UNANIMOUS:** the meeting adjourns at 8:39 PM

Respectfully Submitted,  
Roberta Simmons  
Recording Secretary