



**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Agenda for Thursday, May 28, 2026 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: Brad Schiff, Stephen Davol, Katie Cutter, Rich Roy, Ryan Edwards, Brett Fortin, Heather Morgan

Members not present: Lucia Quinn

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

AGENDA

A. Call to Order by Superintendent

Dr. Scott Carpenter called the meeting to order at 6:30 PM

B. Vote for Chair of the Monomoy Regional School Committee

MOTION: Stephen Davol motioned to nominate Brad Schiff for Chair of the Monomoy Regional School Committee,, seconded by Brett Fortin.

UNANIMOUS: the motion passes

C. Vote for Vice Chair of the Monomoy Regional School Committee

MOTION: Brett Fortin motioned to nominate Ryan Edwards for Vice Chair, seconded by Stephen Davol.

UNANIMOUS: the motion passes

D. Approval of Meeting Minutes

- i. May 14, 2026 Regular Business Meeting

MOTION: Brett Fortin motioned to approve the meeting minutes from May 14, 2026, seconded by Stephen Davol.

The motion passes with 4 ayes and 3 abstains.

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

None

F. Reports and Discussions

- i. Welcome to New School Committee Members

The Committee welcomed three new members and invited them to introduce themselves and share their backgrounds and reasons for serving.

- **Richard Roy** introduced himself as a lifelong Cape resident and graduate of the Chatham school system. He has been involved in several district initiatives, including the Portrait of a Graduate Committee, the Monomoy Regional School Building Committee, and the elementary school PTO. Roy shared that his continued involvement in the district and his experience on the Building Committee motivated him to serve on the School Committee. He is Assistant Chief of the Massachusetts Port Authority Fire Department and has a daughter in fifth grade.
- **Katie Cutter** shared that she has lived in the area for 20 years and has two children in the Monomoy schools. Her involvement includes serving as President of the Harwich Elementary PTO, participating on hiring and playground committees, and coaching track at the high school. She expressed her appreciation for the district and enthusiasm for contributing to its continued success.
- **Heather Morgan** introduced herself as a Chatham resident of 22 years and parent of two Monomoy students. She previously worked at Chatham Elementary School, served as Vice President of the PTO, and currently teaches second grade at Ezra Baker School in Dennis. She hopes to bring the perspective of a classroom teacher to the Committee's work.

The Superintendent also welcomed the new members, noting the benefit of having a variety of perspectives represented on the Committee, including current and former parents, educators, and active community volunteers. The Superintendent highlighted the strengths and experience each new member brings and expressed confidence in the Committee's ability to work collaboratively on behalf of the district.

ii. MRSC Meeting Schedule

1. Discussion of Date for Summer Workshop

The Committee reviewed the proposed meeting schedule for the upcoming year.

A meeting was scheduled for July 15, to be held on a Wednesday evening. Administration explained that an early July meeting is typically necessary to address and approve end-of-year financial matters. While regular School Committee meetings are generally held on Thursdays, the Wednesday date was selected due to scheduling needs.

- Members were reminded to notify administration in advance if they will be absent or late to a meeting to ensure a quorum can be maintained.
- Plans were discussed for a summer workshop in August. The workshop will focus on district priorities, School Committee goals and objectives, and the Superintendent's goals for the coming year. A scheduling survey will be distributed to identify a date that accommodates members' summer schedules.
- The Committee reviewed the full annual meeting calendar, noting that regular meetings will generally begin at 6:30 p.m., with occasional earlier start times for executive sessions as needed.
- A discussion was held regarding the possibility of adding an additional meeting in the spring. Members noted that extra meetings have been necessary in recent years for items such as the Superintendent's evaluation, policy approvals, and matters related to town meeting preparations.
- By consensus, the Committee agreed to tentatively reserve April 29, 2027, as an additional meeting date if needed to address the Superintendent's evaluation, policy work, or other year-end business.

iii. MRSC Subcommittee Selection

The Chair reviewed the School Committee's subcommittee structure for the benefit of new members and explained that all members are expected to participate in one or more subcommittees. While assignments were not finalized at this meeting, members were provided with information about the various committees and their responsibilities.

The Chair outlined the purpose of several subcommittees, including:

- **Superintendent Evaluation** – Conducts the annual evaluation of the Superintendent's performance and progress toward established goals.
- **Finance** – Reviews and vets the district budget, expenditures, and financial planning before recommendations are brought to the full Committee and the towns.
- **Negotiations** – Handles collective bargaining matters and labor relations with district employee groups.
- **Warrant and Payroll** – Reviews warrants and payroll documents prior to approval.
- **Policy** – Reviews and updates district policies in response to legal, regulatory, or district needs.
- **Cape Cod Collaborative** – Represents the district in collaborative efforts among Cape and Islands school districts, particularly regarding special education services.
- **District Wellness Committee** – Addresses health, nutrition, and wellness initiatives and policies.
- **Building Committee** – Oversees school construction and capital projects, including the ongoing middle school improvements.
- **Special Education Parent Advisory Council (SEPAC)** – Serves as a liaison to the parent advisory group focused on special education programs and services.
- **Select Board and Finance Committee Liaisons** – Maintains communication with municipal boards in Harwich and Chatham.
- **Regional Agreement Working Group** – Addresses potential revisions to the district's regional agreement.

- **Legislative Liaison** – Monitors and communicates with legislative representatives on issues affecting education.

During discussion, it was agreed that the separate Sick Bank Committee could be eliminated, with related matters handled through the Negotiations Subcommittee as needed.

The Superintendent provided additional context regarding expected time commitments. Finance, Negotiations, Policy, Building Committee, and Regional Agreement work were identified as requiring significant involvement, particularly during budget development, contract negotiations, construction projects, and any potential regional agreement revisions.

Members were asked to review the list of subcommittees and indicate their preferences for assignments. Administration will distribute the information electronically and collect responses prior to the next meeting. Committee assignments are expected to be finalized by the end of June, with most subcommittees anticipated to begin meeting in the fall unless urgent matters arise earlier.

iv. Wellness Committee Report

Melissa McGuire, Director of Student Services and Chair of the Wellness Committee, presented the annual Wellness Committee report and highlighted the committee's work during the 2025–2026 school year.

The Wellness Committee is required by policy and is responsible for developing and reviewing the district's wellness policy, establishing measurable wellness goals, and conducting a triennial assessment of policy implementation. The committee included administrators, school nurses, staff members, parents/guardians, students, and the Food Service Director, and met four times during the year.

A major focus of the year was participation in a DESE Wellness Grant, which provided a wellness coach to assist the district in reviewing and strengthening its wellness policy. Through this process, the committee completed a comprehensive wellness assessment, revised the district's wellness policy, and received recognition through a state healthy schools program. A student representative and wellness staff member attended a statewide conference to represent the district.

The committee identified three primary wellness priorities:

- Promoting a healthy school environment and positive school culture.
- Strengthening community partnerships and family engagement.
- Supporting student wellness through nutrition, physical activity, and social-emotional learning.

The district continues to meet USDA nutrition standards and has expanded opportunities for fresh, locally sourced foods through partnerships with local farms. Initiatives included offering fresh produce and increasing access to healthy snacks for students.

Results from the wellness assessment identified several strengths, including:

- An established and active Wellness Committee.
- Strong communication of wellness goals.
- Compliance with nutrition and Smart Snack standards.
- Farm-to-school and fresh food initiatives.
- Physical education and physical activity opportunities for students.
- Support for healthy food options at school events.

The committee also identified areas for improvement and incorporated updates into the revised wellness policy, including:

- Strengthening language regarding compliance with federal nutrition standards.
- Adding provisions for student access to potable water.
- Clarifying expectations for food and beverage sales, fundraising activities, and classroom food sharing.
- Including professional development requirements for nutrition staff.
- Promoting non-food rewards and celebrations.
- Aligning the policy with updated health and physical education frameworks.
- Improving public access to Wellness Committee agendas, minutes, and assessment information through the district website.

Progress has been made on the following annual wellness goals:

- Hosting food service open houses and kitchen tours for families.
- Expanding fresh and local food offerings through partnerships with local farms.
- Conducting a district-wide food service survey that received more than 500 responses from students, families, and staff.
- Increasing opportunities for student movement and physical activity throughout the school day, including classroom-based activities.

The committee plans to continue policy implementation next year, establish new wellness goals based on the revised policy, administer food service surveys twice annually, and further measure student physical activity and wellness outcomes.

The presentation concluded with a video highlighting students participating in wellness-related activities throughout the district.

v. MRHS Outdoors Club Field Trip for September 2026

The MRHS High School teacher John Dickson gave an overview of the proposed trip to New Hampshire next September. The committee agreed to vote on the trip tonight instead of waiting for the following meeting.

MOTION: Stephen Davol motioned to approve the overnight field trip to Alexandria New Hampshire next September, seconded by Heather Morgan.

UNANIMOUS: the motion passes

- vi. Second Reading Policy Files: File JICFB: Bullying Prevention and Intervention Plan, File ADF: Wellness Policy on Physical Activity and Nutrition, File JF: School Admissions, File DMA: Cash in School Buildings, File DMB: Personal Property in School Buildings

VOTE REQUIRED

MOTION: Ryan Edwards motioned to approve File JICFB: Bullying Prevention and Intervention Plan , seconded by Stephen Davol .

UNANIMOUS: the motion passes

MOTION: Ryan Edwards motioned to approve File ADF: Wellness Policy on Physical Activity and Nutrition , seconded by Brett Fortin.

UNANIMOUS: the motion passes

MOTION: Ryan Edwards motioned to approve File JF: School Admissions , seconded by Katie Cutter.

UNANIMOUS: the motion passes

MOTION: Ryan Edwards motioned to approve File DMA: Cash in School Buildings, seconded by Rich Roy.

UNANIMOUS: the motion passes

MOTION: Ryan Edwards motioned to approve File DMB: Personal Property in School Buildings, seconded by Katie Cutter.

UNANIMOUS: the motion passes

The Committee was informed that the district's trash collection and disposal services, previously provided by Millie Trucking for an extended period, had not recently been rebid. In the interest of competitive procurement and ensuring cost efficiency, the district issued a formal bid for a five-year contract (an initial three-year term with the option to extend for two additional years).

Three bids were received. Millie Trucking was not the lowest bidder. The lowest bid was submitted by Barrows Waste Systems, a local company that had requested to participate in the process and provided strong references.

The proposed contract price is below the district's budgeted amount and locks in pricing for the full five-year term. The contract includes provisions allowing for review or renegotiation after the second year in the event of significant increases in disposal or fuel-related costs.

MOTION: Brett Fortin motioned that the Monomoy Regional School Committee authorize the District to enter into a contract with Barrows Waste Systems LLC for the Collection and Disposal of Solid Waste and Recyclables for an initial term of three years, with two subsequent one-year contract extensions at the District's sole discretion, for a total potential contract term of five years, seconded by Rich Roy.

UNANIMOUS: the motion passes

G. Subcommittee, Representative, Liaison Reports

i. MRMS Building Committee

The Committee received an update on the Middle School renovation project, which is progressing rapidly. Exterior work on the building, including siding and window installation, is well underway, with significant visible improvements.

The Building Committee and project partners (architect, owner's project manager, and general contractor) have been engaged in ongoing discussions regarding window installation details, particularly ensuring proper fit, alignment, and watertight construction in the context of renovating an existing structure. While there have been differing views on installation methods, the parties continue working collaboratively to resolve concerns while maintaining project quality and integrity.

The importance of balancing schedule adherence with construction quality was emphasized, with agreement that ensuring long-term durability of the building is a priority given the district's significant investment in the project.

Additional updates included:

- Discovery of expected and unexpected building conditions as existing materials are removed, including areas of rot and potential mold.
- Removal and replacement of compromised materials such as insulation and sheathing, effectively resulting in substantial interior reconstruction in some areas.
- Identification of specific areas requiring further investigation and potential change orders, including sections of the main office and gymnasium gables.
- Coordination to ensure construction does not disrupt ongoing school operations, including maintaining use of key areas until temporary relocations are possible.

Despite these challenges, progress was noted as strong overall, with new windows and exterior upgrades significantly improving the appearance and condition of the building. The Committee expressed optimism about continued progress throughout the summer as work expands with full building access.

H. Superintendent's Report

i. Recognitions

The Cape and Islands League recently celebrated its first annual Cape and Islands League Scholar Athlete Awards. Congratulations to MRHS seniors Patrick Jordan and Abrielle Long for receiving the 2025-2026 Cape and Islands League Scholar Athlete of the Year Award. MRHS grad Emma Mawn (Class of 2018) delivered the keynote speech at the ceremony.

Team Monomoy came out in full force to support the Sharing Kindness Suicide Awareness Walk on May 16. In addition to participating in the walk, many of our students and staff also volunteered as safety officials along the route and helped before and after the event.

At the Massachusetts Celebration of Girls and Women in Sports Day on May 19, Monomoy Athletic Director Karen Guillemette was recognized with a Massachusetts Women in Athletics Distinguished Service Award. The event is held annually by the Massachusetts Interscholastic Athletic Association. Since joining Monomoy in 2016, Guillemette has been the driving force behind a transformation of the district's PreK-12 Wellness and interscholastic athletic programs, including the successful introduction of several key programs, including Girls Volleyball, Girls Lacrosse, Indoor Track & Field, Unified Basketball, and Unified Track & Field.

Monomoy Regional School District was honored by the state as a School Wellness Champion after completing the Massachusetts School Wellness Coaching Program. The MSWCP pairs schools and districts with a wellness coach who facilitates meetings and provides technical assistance throughout the school year with respect to local wellness policy assessment, action planning, implementation, monitoring, and evaluation. During the recognition ceremony at the 2026 Healthy Kids, Healthy Programs Summit, a special banner was gifted to the district and a team from Monomoy attended many breakout sessions. Monomoy Regional High School student Davion Dawkins represented Monomoy as a student member of the district's Wellness Committee, along with Monomoy Middle School Health teacher Bambi Thompson.

H. Action Items -Vote Required

- i. Second Reading Policy Files: File JICFB: Bullying Prevention and Intervention Plan, File ADF: Wellness Policy on Physical Activity and Nutrition, File JF: School Admissions, File DMA: Cash in School Buildings, File DMB: Personal Property in School Buildings

MOTION: Ryan Edwards motioned to approve File JICFB: Bullying Prevention and Intervention Plan , seconded by Stephen Davol .

UNANIMOUS: the motion passes

MOTION: Ryan Edwards motioned to approve File ADF: Wellness Policy on Physical Activity and Nutrition , seconded by Brett Fortin.

UNANIMOUS: the motion passes

MOTION: Ryan Edwards motioned to approve File JF: School Admissions , seconded by Katie Cutter.

UNANIMOUS: the motion passes

MOTION: Ryan Edwards motioned to approve File DMA: Cash in School Buildings, seconded by Rich Roy.

UNANIMOUS: the motion passes

MOTION: Ryan Edwards motioned to approve File DMB: Personal Property in School Buildings, seconded by Katie Cutter.

UNANIMOUS: the motion passes

- ii. Contract for Collection and Disposal of Solid Waste and Recyclables - 5 Years

MOTION: Brett Fortin motioned that the Monomoy Regional School Committee authorize the District to enter into a contract with Barrows Waste Systems LLC for the Collection and Disposal of Solid Waste and Recyclables for an initial term of three years, with two subsequent one-year contract extensions at the District's sole discretion, for a total potential contract term of five years, seconded by Rich Roy.

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**

Brett Fortin moved to adjourn the meeting, seconded by Rich Roy.

The meeting was adjourned at 6:48 PM

Respectfully Submitted,
Roberta Simmons
Recording Secretary