



**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Agenda for Thursday, June 11, 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, Lucia Quinn

Members not present:

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

AGENDA

A. Call to Order

Brad Schiff called the meeting to order at 6:30 PM.

Lucia Quinn was welcomed to the school committee as a new member. She has been semi-retired for approximately three years and recently relocated full-time to the Cape, where they have owned a home for more than 20 years. She highlighted an extensive career in strategic planning, business development, and profit-and-loss management with several major companies, including Boston Scientific, Westinghouse Electric, AlliedSignal/Honeywell, Quest Diagnostics, Forrester Research, and private equity-backed startups and expressed her appreciation for the opportunity to serve.

B. Approval of Meeting Minutes

- i. May 28, 2026 Regular Business Meeting

MOTION: Brett Fortin motioned to approve the meeting minutes from May 28, 2026, seconded by Stephen Davol.

The motion passes with 7 ayes and 1 abstaining.

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

None

D. Reports and Discussions

- i. Staff Shout Out Recognitions 2025-2026

Community Engagement Coordinator Joy Jordan presented an overview of the district's new Staff Shout-Out Program, which was launched in response to staff survey feedback indicating a desire for more regular employee recognition. The monthly program allows staff, students, families, and community members to nominate employees through an online form. Honorees were recognized each month through surprise presentations involving district and school administrators.

During its first year, the program received 119 nominations across all schools and employee groups, with teachers receiving the highest number of nominations. In addition to recognizing monthly honorees, all nominated staff members received copies of their nominations, and principals acknowledged nominees within their respective schools.

It was noted that the district will review the selection process to ensure equitable recognition across schools and departments in future years. The 2025–2026 honorees included staff members from across the district representing teaching, support, custodial, technology, and special education roles. The committee recognized the success of the program and expressed appreciation for staff participation and community engagement.

- ii. MAEC Equity Audit Presentation

Jenny Portillo-Nacu, Senior Education Equity Consultant with the Mid-Atlantic Equity Consortium (MAEC), presented the findings of the district's Equity Needs Assessment, which was conducted over the 2025–2026 school year through

a federally funded U.S. Department of Education grant. The assessment included school-based equity audits, surveys of students (grades 4–12), staff, and families, as well as reviews of district data, including discipline information.

The assessment examined key areas including academic expectations, school climate and safety, family and community engagement, inclusive representation, and professional learning. Findings indicated several district-wide strengths, including strong academic expectations, positive and inclusive learning environments, supportive staff-student relationships, and a commitment to equitable instructional practices.

Opportunities for growth identified across the district included strengthening supports for all learners, enhancing culturally responsive practices, improving consistency in discipline and restorative practices, expanding family and caregiver involvement in school decision-making, and addressing student concerns related to peer relationships and bullying.

School-specific findings highlighted strengths in school culture, relationships, and academic expectations, while identifying targeted areas for improvement such as student-to-student relationships, social-emotional learning, bullying prevention, family engagement, communication, and student involvement in school activities. Each school developed priorities and action steps aligned with its findings.

District leadership plans to use the assessment results to guide future improvement efforts, including professional development focused on Universal Design for Learning (UDL), family engagement initiatives, and ongoing action planning during the summer leadership retreat. MAEC will continue supporting implementation efforts, and the district was awarded a \$10,000 grant from the Nellie Mae Foundation to further strengthen family engagement initiatives.

During committee discussion, questions were raised regarding the timeline for reassessment, with MAEC recommending a follow-up equity needs assessment every two to three years. Committee members also discussed the availability of detailed survey data, demographic breakdowns, and implementation of supports. Concerns were expressed regarding bullying findings at Harwich Elementary School and the need to ensure that intervention strategies address student behavior in addition to educating students and families about bullying definitions and reporting protocols.

iii. Subcommittee Assignments

Committee members will submit their subcommittee choices to the Chair and be available for the July 15, 2026 Regular Business Meeting.

iv. Summer Workshop Schedule and Charting the Course (MASC)

The committee agreed to hold the summer workshop on July 9, 2026 at 6:00 PM. The committee discussed scheduling the required Massachusetts Association of School Committees (MASC) "Charting the Course" orientation for both new and returning members. Rather than attending a regional session, the committee agreed to invite MASC to conduct an on-site training tailored to the full committee. The session will include orientation content, team-building opportunities, and leadership development activities. Members agreed to schedule the training for **September 3 from 6:00 p.m. to 8:30 p.m.**, with the goal of strengthening committee collaboration and accelerating team development.

v. High-quality Instructional Materials Adoption Decision-PreK PRISM grant

Dr. Millen provided an update on the district's participation in the Partnership for Reading Success (PRISM) grant, which awarded approximately \$95,000 to support improvements in preschool literacy instruction. The grant funded a comprehensive review of the district's pre-kindergarten programs, professional development focused on the science of reading, collaboration with community preschool partners, and an evaluation of instructional materials. Following a year-long review and pilot process, the preschool team selected the *Every Child Ready* curriculum for implementation beginning in the fall. The curriculum was chosen for its alignment with the science of reading, purposeful play-based learning, family engagement components, flexibility across program models, and strong assessment tools. It was noted that future professional development will focus on implementation and that alternative funding sources may be

needed if anticipated continuation grant funding is not available. The committee was informed of the curriculum adoption in accordance with district policy and recognized the extensive work of administrators, teachers, and instructional leaders who participated in the review process.

vi. Regional Agreement Review

Dr. Carpenter provided an overview of the history and purpose of regionalization, noting that declining enrollment, facility needs, and state requirements contributed to the formation of the Monomoy Regional School District. The committee reviewed how the regional assessment formula is calculated, including the role of foundation enrollment, Chapter 70 funding, required local contributions, and municipal wealth factors. It was noted that while Chatham and Harwich have differing levels of property wealth and enrollment trends, the state funding formula treats both communities similarly, contributing to ongoing discussions regarding assessment equity.

The presentation highlighted significant enrollment declines across the district, particularly at the elementary level, with projections showing continued decreases in resident student populations in both towns. The superintendent noted that shrinking enrollment creates educational, operational, and financial challenges, including concerns about maintaining multiple classroom sections and the long-term viability of elementary school configurations.

Dr. Carpenter also reviewed demographic trends showing increasing numbers of economically disadvantaged students and English language learners, resulting in growing needs for student support services despite overall enrollment declines. Additionally, major capital needs were outlined for district facilities, including future investments in roofs, boilers, generators, windows, siding, classroom furnishings, and athletic facilities.

Looking ahead, Dr. Carpenter encouraged discussion of long-term planning issues, including expanded preschool opportunities, facility utilization, and the potential consideration of elementary school consolidation as a way to address declining enrollment, aging infrastructure, and future financial sustainability. The presentation was intended to provide background information for upcoming regional agreement and strategic planning discussions.

vii. New Superintendent Transition Plan Update

Incoming Superintendent Dr. Robin Millen provided an overview of her transition and entry plans as she prepares to assume the superintendent role in July. The plan is grounded in the district's core values and strategic priorities, with a focus on maintaining continuity while conducting a comprehensive review of district operations through the lens of a superintendent. Since January, Dr. Millen has engaged in an extensive listening and learning process, meeting with central office staff, administrators, support staff, union leadership, and other stakeholder groups to gather feedback on district strengths, challenges, communication, and future priorities.

Dr. Millen reported that valuable feedback has been collected and will be used to develop findings and action plans, which will be shared with stakeholders for validation and additional input before being finalized. Upcoming work includes continued stakeholder engagement, meetings with town officials and School Committee members, leadership team planning, and participation in the Massachusetts new superintendent induction and mentoring program. She also announced plans for individual meetings with School Committee members and noted that findings from the transition process will be shared with the community and aligned with the district's strategic plan, School Committee goals, and superintendent goals moving forward.

viii. Community use of High School Lithography Press

Administration informed the committee of plans to loan a lithography press currently in storage at the high school to a local public arts organization. The arrangement would allow the press to be utilized rather than remaining in storage, while also strengthening community partnerships. The loan would be at no cost to the district, with transportation and related logistics handled by the receiving organization and town. The committee was advised of the plan, and the proposal will also be reviewed by the Harwich Select Board.

ix. MRHS Donation to Cape Cod Museum of Art

VOTE REQUIRED

MOTION: Brett Fortin motioned to approve the donation of \$100 from the Monomoy Regional High School Sandscript Club to the Cape Cod Museum of Art, seconded by Heather Morgan.

UNANIMOUS: the motion passes

x. MRHS Donation to Sharing Kindness

VOTE REQUIRED

MOTION: Heather Morgan motioned to approve the donation of \$1000 from the Monomoy Regional High School Key Club to the Sharing Kindness - Suicide Awareness Walk, seconded by Brett Fortin

UNANIMOUS: the motion passes

xi. Substitutes and Other Hourly Rates

VOTE REQUIRED

MOTION: Rich Roy motioned to approve the rates for substitutes and other positions as noted in the memo provided to the School Committee for this meeting, new rates to be effective July 1, 2026, seconded by Lucia Quinn.

UNANIMOUS: the motion passes

xii. 3-year Tax-Exempt Lease Purchase agreement (computer equipment)

VOTE REQUIRED

MOTION: Heather Morgan motioned to approve to authorize the District to enter into a three-year Tax-Exempt Lease Purchase agreement for the purchase of district technology equipment—including student and staff devices— with First American Equipment Finance, seconded by Lucia Quinn.

UNANIMOUS: the motion passes

E. Subcommittee, Representative, Liaison Reports

i. MRMS Building Committee

Dr. Carpenter provided an update on the middle school window replacement project. The building committee, which includes members with significant construction and window installation experience, has been actively reviewing the installation process and providing feedback to the architects and project manager. A revised window installation design will be presented at the next building committee meeting, and water testing has begun on installed windows. A concern was noted that a fully completed and waterproofed model installation was not finalized before large-scale installation began. Despite these challenges, contractors are working to keep the project on schedule for classroom readiness in September. The committee expressed appreciation for the patience and flexibility of staff and students as construction continues throughout the building.

F. Superintendent's Report

i. Recognitions

Dr. Carpenter reported that Monomoy was invited by the Massachusetts Department of Elementary and Secondary Education (DESE) to present at the Spring 2026 Federal Grants Conference in Marlborough. The invitation followed a review of the district's Title programming and family engagement efforts. District representatives shared Monomoy's successful family engagement practices alongside Lynn Public Schools, and the presentation was well received by attendees.

Also recognized were numerous Monomoy student-athletes who were named Cape and Islands All-Stars across a variety of spring sports, including baseball, softball, lacrosse, tennis, sailing, track and field, and golf.

In addition, Dr. Carpenter highlighted the success of the senior awards and scholarship convocation held prior to graduation. Approximately 71 seniors received scholarships or awards, with nearly \$600,000 in scholarship funding awarded to students. The district expressed appreciation for the strong community support that continues to expand scholarship opportunities for graduating seniors.

H. Action Items -Vote Required

i. MRHS Donation to Cape Cod Museum of Art

MOTION: Brett Fortin motioned to approve the donation of \$100 from the Monomoy Regional High School Sandscript Club to the Cape Cod Museum of Art, seconded by Heather Morgan.

UNANIMOUS: the motion passes

ii. MRHS Donation to Sharing Kindness

MOTION: Heather Morgan motioned to approve the donation of \$1000 from the Monomoy Regional High School Key Club to the Sharing Kindness - Suicide Awareness Walk, seconded by Brett Fortin

UNANIMOUS: the motion passes

iii. Substitutes and Other Hourly Rates

MOTION: Rich Roy motioned to approve the rates for substitutes and other positions as noted in the memo provided to the School Committee for this meeting, new rates to be effective July 1, 2026, seconded by Lucia Quinn.

UNANIMOUS: the motion passes

iv. 3-year Tax-Exempt Lease Purchase agreement (computer equipment)

MOTION: Heather Morgan motioned to approve to authorize the District to enter into a three-year Tax-Exempt Lease Purchase agreement for the purchase of district technology equipment—including student and staff devices— with First American Equipment Finance, seconded by Lucia Quinn.

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 Heather Morgan.

The meeting was adjourned at 8:50 PM

Respectfully Submitted,
Roberta Simmons
Recording Secretary