



**Monomoy Regional School District - Monomoy Regional School Committee
Meeting Agenda for Thursday, September 10, 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, Brett Fortin, Heather Morgan, Lucia Quinn, Rich Roy

Members not present: Ryan Edwards

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

Student Representative Present: Dan Morgan

AGENDA

A. Call to Order

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

B. Approval of Meeting Minutes

- i. August 13, 2026 Regular Business Meeting

MOTION: Lucia Quinn motioned to approve the meeting minutes from the August 13, 2026 Regular Business Meeting, seconded by Katie Cutter.

UNANIMOUS: the motion passes

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

None

D. Reports and Discussions

- i. Introduction: New Superintendent Induction Program (NSIP) mentor, Maureen LaCroix

Maureen LaCroix, a retired superintendent and coach with the Massachusetts Association of School Superintendents' New Superintendent Induction Program (NSIP), introduced herself as Dr. Millen's coach. She explained that the three-year program provides professional development and confidential coaching focused on instructional leadership, district improvement, leadership development, and equity. Dr. Millen's first-year work includes an entry plan, with findings expected to be presented to the School Committee and community in late December or early January, followed by development of a longer-term district improvement strategy. Ms. LaCroix will support Dr. Millen through meetings, school visits, and leadership-team observations throughout the program.

- ii. F27 Subcommittee Meetings and Draft Goals

The School Committee agreed that subcommittees will develop draft goals for the year to improve accountability and ensure consistent progress. Each subcommittee will propose one or two priority goals, with a total of five goals to be selected. Goals will be discussed on October 8, reviewed on October 22, and finalized by a vote on November 5. Subcommittees will provide ongoing updates on progress throughout the year.

- iii. First Reading Policy Files: File JKAA-Prevention of Physical Restraints and Requirements if Used and Regulations Around Time-Out, File JLCD- Administering Medicines to Students

Melissa Maguire, Director of Student Services, gave the Committee an overview of new state regulations regarding seclusion and timeout. The updated regulations strengthen safeguards, parent notification and consent requirements, data monitoring, and coordination with medical and mental health providers. The district had already implemented many of the practices and will continue focusing on reducing or eliminating the use of seclusion and restraint while prioritizing student safety and proactive behavioral supports.

An overview of updates to Policy JLCD was provided based on revised Department of Public Health and DESE regulations. The changes expand the ability to delegate medication administration, which will assist with field trips and staffing needs, while strengthening requirements for training, documentation, notification, and medication administration plans.

Both policies will move forward to a second reading at the next meeting.

iv. Principal Job Description

VOTE REQUIRED

MOTION: Brett Fortin motioned to approve the Principal Job Description as presented to the School Committee, seconded by Heather Morgan.

UNANIMOUS: the motion passes

v. Student Activity Account Approval

VOTE REQUIRED

The Committee reviewed the annual list of approved student activity accounts, which safeguard student funds used for clubs, events, field trips, and class activities. The accounts will be reviewed annually, with inactive accounts to be closed following the required process.

MOTION: Stephen Davol motioned to approve Monomoy Regional School District's existing student activities, as listed in the document provided, seconded by Katie Cutter.

UNANIMOUS: the motion passes

vi. MRMS Construction Project Borrowing - Sale of Bond Anticipation Notes

VOTE REQUIRED

The Committee reviewed a request to extend the district's bond anticipation notes for the Middle School construction project. Two short-term notes totaling approximately \$9.9 million are due September 18, 2026 and will be extended through April to allow continued funding of the project until long-term financing is completed.

MOTION: Lucia Quinn motioned to approve the various votes prepared by Bond Counsel for the District and presented to the meeting, which votes approve the sale of nine million four hundred and six thousand, one hundred and five dollars of General Obligation Bond Anticipation Notes to the successful bidder, establish the terms of the notes and make other determinations as required by the General Laws, federal tax law and federal securities law, seconded by Rich Roy.

UNANIMOUS: the motion passes

vii. Regional Transportation - Offset to Town Assessments

VOTE REQUIRED

The Committee reviewed the FY27 regional transportation reimbursement surplus. The district received \$15,742 more than budgeted, which can be applied as an offset to the FY28 town assessments. The Committee was asked to approve using the surplus for this purpose.

MOTION: Brett Fortin motioned to approve an offset of fifteen thousand, seven hundred and forty two dollars to be applied to the FY28 Transportation portion of the Assessment, seconded by Heather Morgan.

UNANIMOUS: the motion passes

viii. Prior Year Encumbrances

VOTE REQUIRED

MOTION: Brett Fortin motioned to approve the payment of six thousand, and thirty seven dollars and thirty one cents in FY26 invoices, as presented to the School Committee, seconded by Lucia Quinn.

UNANIMOUS: the motion passes

ix. MRMS School Building Roof Project

The Committee received an update on the Middle School roof replacement project, which is partially funded through the Massachusetts School Building Authority's Accelerated Repair Program. The Owner's Project Manager and architect are beginning the next phase of design documents, with procurement anticipated in the coming months. The goal is to award the project and begin construction in June, following the end of this school year.

E. Subcommittee, Representative, Liaison Reports

i. Regional Agreement Working Group Update

The Regional Agreement Working Group held its kickoff meeting in August in Chatham. The group includes representatives from both towns, the School Committee, finance committees, select boards, town managers, students, and residents. The group established meeting norms, discussed objectives, needed data, decision-making procedures, and future agenda items. The chair and vice chair were selected, and the group will meet monthly, alternating between Chatham and Harwich when possible.

ii. Middle School Building Siding and Window Project Update

The Committee received an update on the Middle School construction project. The school opening went well overall, with minor water leakage related to construction that the contractor addressed. Remaining work includes mold remediation and exterior improvements, with the project expected to continue for approximately two more months. The project remains on target, and the committee will transition to the upcoming roofing project as the work progresses.

F. Superintendent's Report

i. Recognitions

We have now welcomed all of our Sharks back to school, with Grades 1-4 and 8-12 starting last Tuesday, Kindergarten and middle school last Thursday, and preschool this past Tuesday. It has been a great start to the school year, and so wonderful to see everyone back in our buildings. It is clear that the hard work and planning done by our educators and administrators made a difference, as the transition back to school has been smooth and organized. Even on the first days back, the mood was excited but calm and everyone got right into their routines. We are looking forward to a fantastic school year.

As we announced last week, Sean Dutch has been named the new Principal of Monomoy Middle School, and I want to take this opportunity to publicly congratulate him. Throughout the process, the feedback on Dr. Dutch was enthusiastic, from the screening committee to the meet and greet attendees. I am confident our amazing middle school will thrive under his leadership.

The district's schools will hold age-appropriate 9/11 remembrance activities. Chatham Elementary students will participate in the Chatham Fire Department ceremony, high school students will share reflections, and the high school will hold a remembrance reading, moment of silence, and musical performance.

H. Action Items -Vote Required

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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 Lucia Quinn.

The meeting was adjourned at 7:34 PM.

Respectfully Submitted,
Roberta Simmons
Recording Secretary