Monomoy Regional School District - Monomoy Regional School Committee
Meeting Agenda for Thursday, October 8, 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, Ryan Edwards, Brett Fortin, Heather Morgan, Lucia Quinn, Rich Roy, Katie Cutter *(arrived late) amended at 10/22/26 meeting*

Members not present:

Administrators present: Dr. Robin Millen, Michael MacMillan, Jen Kelly, Karen Guillemette, Joy Jordan

Student Representative Present: Dan Morgan

AGENDA

A. Call to Order

Brad Schiff called the meeting to order at 6:34 PM.

B. Approval of Meeting Minutes

i. September 24, 2026 Regular Business Meeting

MOTION: Lucia Quinn motioned to approve the meeting minutes from the September 24, 2026 Regular Business Meeting, seconded by Brett Fortin.
The motion passes with 4 ayes and 3 abstain.

C. Student Representatives, Chatham Elementary School

Chatham Elementary School Principal Jen Kelly and Math Interventionist Kristin Groves, along with fourth grade students Christian Coffey, Maeve Finnegan and Karlens Francois, presented on the school's math initiative, highlighting math toolkits generously donated by Subaru of New England. Each student received a toolkit with hands-on materials to support math practice at home. They also shared the success of the school's math challenge, which encouraged students to practice math beyond the school day and resulted in hundreds of hours of documented practice. Students discussed their favorite ways to practice math using educational apps and online programs, while monthly classroom rewards helped maintain enthusiasm and engagement.

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

None

E. Reports and Discussions

i. MRSD Athletics Update

Athletic Director Karen Guillemette provided an overview of the district's athletic programs, highlighting 27 varsity sports, 18 sub-varsity teams, 15 middle school sports, and numerous competitive successes, including league championships and state-level recognition. She discussed ongoing challenges, particularly bus driver shortages, expanded programming and the need for additional middle school athletic oversight, as well as aging stadium facilities. Potential solutions include acquiring additional activity vans, recruiting parents and coaches to obtain commercial driver's licenses, collaborating with other Cape and Islands League districts, establishing a stipend middle school athletic coordinator position, and completing stadium upgrades, including turf, track, scoreboard, and press box improvements.

ii. Education Support Professionals

Cindy Gushee, an Instructional Assistant at Monomoy Regional Middle School, highlighted the essential contributions of Educational Support Professionals (ESPs) across the district, including instructional assistants, bus drivers, custodians, food service workers, administrative staff, and technology support personnel. She discussed mentoring and induction programs for instructional assistants and emphasized the importance of recognizing and appreciating ESPs during American Education Week. School Committee members supported visiting the district's four schools to meet with and thank ESPs, with Dr. Millen to help coordinate sign-ups to ensure representation at each school. The Superintendent also noted that staff engagement surveys and updated job descriptions help inform district initiatives focused on staff appreciation and engagement.

iii. Subcommittee Goals: Discussion and Feedback

The School Committee reviewed proposed goals and action steps for each subcommittee, including Finance, Negotiations, Policy, Regional Agreement, and Superintendent Evaluation. The goals emphasize fiscal responsibility, collective bargaining, systematic policy review, updating the regional agreement, and establishing measurable superintendent goals with monthly progress monitoring. Members discussed the proposals and suggested revisions to the regional agreement goal to address both outdated and inconsistent language, with a phased timeline for amendments. The goals will proceed to a first reading at the next meeting and a second reading and vote at a subsequent meeting.

iv. First Reading Policy Files: BE - School Committee Meetings, DK - District Payment Procedures

The School Committee conducted a first reading of policies BE - School Committee Meetings, DK - District Payment Procedures. Revisions to BE address the revocation of remote participation and acceptable methods of remote participation, while DK includes language regarding electronic signatures. Members discussed whether to establish a specific timeframe for electronic signatures, agreeing to try the current process and address any issues as needed. Administration will provide sufficient notice and communicate directly with members when signatures are urgent. Both policies will return for a second reading and vote in two weeks.

v. Second Reading Policy File: ACL-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act) **VOTE REQUIRED**

MOTION: Brett Fortin motioned to approve the policy file ACL-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act) as presented to the School Committee, seconded by Katie Cutter.
UNANIMOUS: the motion passes

vi. Preliminary Enrollment Data

The administration presented preliminary enrollment data based on October 1 figures, noting that enrollment has declined slightly faster than projected. Staff are finalizing the data for submission to the state, with final figures expected by the end of October and a formal update planned for November. The enrollment trends will inform the FY28 budget planning process. Committee members also identified potential calculation errors in the preliminary data for review and correction.

vii. FY28 Capital Plan **VOTE REQUIRED**

Assistant Superintendent of Finance and Strategic Alignment Michael McMillan and Facilities Director Matt Kolva presented the district's facilities and capital improvement plan, outlining priority projects, including HVAC systems, flooring, exterior doors, safety and security upgrades, and technology replacements. The plan includes $573,333 in capital requests and identifies approximately $7.7 million in projects over the next 10 years. The committee discussed the need to prioritize replacement of the high school track and field, estimated at 1. 5–2 million, due to its age, deterioration, and extensive community use. Administration agreed to review the project timeline and potential funding options to determine whether the work could be accelerated.

MOTION: Rich Roy motioned to approve the FY28 Capital Plan as presented to the School Committee, seconded by Lucia Quinn.

UNANIMOUS: the motion passes

viii. Update on Budget Timeline **VOTE REQUIRED**

The administration presented an updated FY28 budget timeline reflecting an adjusted public hearing date to allow additional time for health insurance and state budget figures to become available. Finance Committee meeting dates and links to budget presentations were also included in the timeline document for reference. A motion was requested to approve the FY28 budget timeline.

MOTION: Steven Davol motioned to approve the updated budget timeline as presented to the School Committee, seconded by Rich Roy .

UNANIMOUS: the motion passes

ix. Update on Virtual Participation for School Committee Members

The administration provided an update on preparations for remote School Committee participation, including the purchase of an upgraded Owl camera to improve meeting recording and speaker identification. Staff are evaluating technology options to ensure committee members participating remotely can engage in discussions and votes while maintaining appropriate limits on public participation. The administration will consult with town staff regarding their existing systems and continue working to finalize the necessary arrangements. Remote participation is intended for circumstances such as illness or travel, rather than convenience.

F. Subcommittee, Representative, Liaison Reports

i. Negotiations Subcommittee

The Negotiations Subcommittee reported the first meeting was focused on establishing expectations for working with the unions, maintaining good-faith negotiations, and fostering a collaborative approach.

ii. Finance Subcommittee

The Finance Subcommittee met last Thursday and discussed items previously reviewed during the meeting, including subcommittee goals and the capital plan. The committee looks forward to assisting with developing a positive budget. The next meeting is scheduled for the end of November.

iii. Superintendent Evaluation Subcommittee

The Superintendent Evaluation Subcommittee held its initial meeting to review the goals. Dr. Millen provided an overview of her ongoing work and expectations, which helped guide the committee's discussion and understanding of the evaluation process.

iv. MRMS Building Subcommittee

The Building Subcommittee reported that the middle school siding and window project is nearing completion, with work focused on punch-list items and finalizing contractor change orders. Additional meetings are scheduled to resolve outstanding issues, including timelines and missed days. The committee continues to oversee the project and anticipates moving on to the roof replacement project once the current work is complete.

v. Regional Agreement Working Group

The Regional Agreement Working Group Subcommittee met prior to this meeting and reviewed the regional agreement, recommending the removal of outdated language. Building on the School Committee's prior review in 2021–2022, the subcommittee is nearing completion of its first action step and plans to present its recommendations to the Working Group next week. The next Working Group meeting will be held in Chatham on Thursday, October 15th from 5:30–7:30 p.m., with preliminary budgets from both towns to be reviewed and the group's objectives finalized.

G. Superintendent's Report

i. Recognitions

We announced our first Staff Shoutout of this school year - Charity Rossetti! Charity is a member of the cafeteria team at Harwich Elementary School, and was nominated by a colleague, who said: "Charity is one of the first faces when students get off the bus in the morning as they grab breakfast, and she greets every student with a genuine smile. She makes every Shark feel valued and appreciated. Charity's positivity extends to her interactions with coworkers throughout the building as she helps everyone find a smile." Congratulations on this well-deserved honor! Nominations are open for October, so visit our website to submit one.

Last Friday was Custodian Appreciation Day, so we want to be sure to take a moment to recognize the important work done by our Facilities team in keeping our buildings in great shape.

October is National School Principal Month, and we want to thank them for the critical role they play in the success of our students, staff, schools, and communities.

We'd also like to officially welcome the newest member of our administrative team, Amanda Rice, who was named Assistant Principal of Monomoy Middle School. Amanda has been a special education teacher at our middle school for 10 years, and served as Interim Assistant Principal since August. We are excited to have her in this role.

The district conducted its first Run-Hide-Fight drills with safety personnel from both towns. The administration thanked both towns' safety officers for their collaboration and commitment to keeping students and staff safe.

A reminder that this is a long weekend, with no school for students on Friday as our educators have a professional development day, and the entire district is closed Monday for the holiday.

H. Action Items -Vote Required

i. Second Reading Policy Files: ACL-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act)

MOTION: Brett Fortin motioned to approve the policy file ACL-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act) as presented to the School Committee, seconded by Katie Cutter.

UNANIMOUS: the motion passes

ii. FY28 Capital Plan

MOTION: Rich Roy motioned to approve the FY28 Capital Plan as presented to the School Committee, seconded by Lucia Quinn.

UNANIMOUS: the motion passes

iii. Update on Budget Timeline

MOTION: Steven Davol motioned to approve the updated budget timeline as presented to the School Committee, 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 Heather Morgan.
The meeting was adjourned at 8:14 PM.

Respectfully Submitted,
Roberta Simmons
Recording Secretary