



**MINUTES of the “48th District School Committee”
Regular Schedule 2013 Meeting**

Membership: Francis J. Fistori, Avon; Germano John Silveira, Braintree;
Vice Chairman Aidan G. Maguire, Jr., Canton; Chairman Joseph A. Pascarella, Dedham;
Mr. Robert A. McNeil, Holbrook; Mr. Fess Joyce, Milton; Mr. Kevin L. Connolly, Norwood;
Mrs. Marybeth Nearen, Randolph and Mr. Charles W. Flahive, Westwood.

Tuesday, March 19, 2013

SUBCOMMITTEE MEETING PRIOR TO REGULAR SCHEDULE MEETING

Warrant Subcommittee: at 6:30 p.m. in Boardroom #402

Agenda: Pre-meeting review of warrant and related invoices. This subcommittee meets before all meetings of the DSC that contain warrant(s) to examine the details of the warrant prior to the meeting. The full committee receives pre-meeting warrant information via email the Friday before the current warrant(s) approval.

The Blue Hills Regional Vocational School Forty-Eighth District School Committee Regular Schedule Meeting was called to order at **7:30 p.m. on Tuesday, March 19, 2013** at the Blue Hills Regional Vocational Technical School, William T. Buckley District School Committee Board Room 207A, 800 Randolph Street, Canton, Massachusetts. Chairman Joseph A. Pascarella presided.

1. ROLL CALL and PLEDGE OF ALLEGIANCE *

MEMBERS PRESENT: Messrs. Connolly, Fistori, Joyce, Maguire, McNeil; Mrs. Nearen and Messrs. Pascarella and Silveira

MEMBERS ABSENT: Mr. Flahive (Out of State)

OTHERS PRESENT:

Mr. James P. Quaglia, Superintendent-Director
Mr. Michael J. Barrett, Assistant Superintendent-Principal
Mr. David W. Proule, Business Manager
Mr. Richard M. Brennen, Director of Vocational Programs
Ms. Marybeth Joyce, Director of Admissions and Financial Aid
Mr. John G. Haelsen, Culinary Arts Instructor/Lead Teacher

*On occasion, individual(s) attending the meeting do not sign the attendance sheet.

Chairman Joseph A. Pascarella announced that the District complies with the revised Open Meeting Law in effect, as of July 1, 2010. This meeting is being recorded in person by the recording secretary. All documents referred to within the meeting are in the Meeting-Record File. Meeting minutes were recorded electronically as well as by person.

1. Visitors with Business for the Committee and Public Comment - None.

2. Approval of Previous Meeting Minutes - Minutes of the Tuesdays, February 26, March 5 and March 12, 2013 were moved for approval. Member Marybeth Nearen requested an addition to Page 4. of the Tuesday, March 12, 2013. Addition was implemented.

Following discussion, Member Kevin L. Connolly moved to approve the following minutes:

- **Tuesday, February 26, 2013 Special Meeting Minutes**
- **Tuesday, March 5, 2013 Regular Schedule Meeting Minutes**
- **Tuesday, March 12, 2013 Special Meeting Minutes**

Motion was seconded by Member Marybeth Nearen and it was **UNANIMOUSLY**

VOTED: to approve Minutes of the Tuesdays, February 26, March 5 and March 12, 2013 Meetings was moved for approval. Member Marybeth Nearen requested an addition to Page 4. of the Tuesday, March 12, 2013 with addition so noted by Mrs. Nearen included.

- **Communications** – The District School Committee receives regular flow of emails which provide the Committee with an accurate synopsis of what is happening within the District School. All email correspondences are archived.
- **Blue Hills Regional Technical School Existing Conditions Report, 2013**, printed by “the Graphics Program” of Blue Hills Regional Technical School, a report by Drummey Rosane Anderson Inc. & TMP Consulting Engineers, Inc. (dated 1/28/2013) was provided to all members.

4. **Student Representative Report** – No report.

5. **DSC Chair Report** – Chairman Pascarella spoke of the recent school tour by State Senator Michael F. Rush (D-Norfolk and Suffolk District) and the positive impression that was generated with this tour. Members of the Committee accompanied Senator Rush on the tour (Messrs. Connolly, Maguire and Pascarella) and 11th Grade Students Melissa Allen and Andrew Armstrong acted as tour guides. Superintendent James P. Quaglia and Assistant Superintendent/Principal Michael J. Barrett met with the Senator and the after the tour to answer questions. Senator Rush commented: “I love what’s going on here,” Rush declared. “This is unbelievable, your teachers are unbelievable. The skills these students are learning set them up to be tremendous successes.”

6. **Administrative Reports (as needed):**

6.1. **Treasurer: C. Gisondi** - Mr. Charles J. Gisondi was not present. The warrant was prepared and presented.

→ **Warrant Approval:** Chairman Pascarella moved to approve the Warrant.

Upon motion of Vice Chairman Aidan G. Maguire, Jr., to approve **FY13 Warrant Number 16 (Vouchers 1067 – 1068) in the amount of \$85,251.21**. Motion to approve was seconded by Member Marybeth Nearen. **Motion to approve** the warrant was taken to a vote and it was **UNANIMOUSLY**

VOTED: to approve **FY13 Warrant Number 16 (Vouchers 1067 – 1068) in the amount of \$85,251.21**.

NOTE: Mrs. Marybeth Nearen, a Member of the Warrant Subcommittee had questions on two items on the warrant:

- 1) Mileage reimbursement for an administrator to attend athletic events.
- 2) Ozone charge for pool.

Both questions will receive replies.

6.2 **Business Manager:** Business Manager David W. Proule was recognized by Chairman Joseph A. Pascarella.

Mr. Proule stated that it has become apparent that the Culinary Arts Program Budget will fall short in completing FY13 and Director of Vocational Programs Richard M. Brennen and Culinary Program Manager John G. Haelsen have requested to address the Committee and present facts regarding the FY13 Culinary Arts Program Budget. Messrs. Brennen and Haelsen were recognized by Chairman Joseph A. Pascarella. The following facts were presented for explanation of the projected deficit:

- 1) Increase in the number of students in the program has created an additional need for 13% more supplies.

2) Food costs have risen up to 26% over the last three years.

3) Key department individual was out of department for eleven weeks.

During the discussion, questions and answers, about the budget shortfall, many thoughts were raised about augmenting the revolving account to help compensate for perceived future shortages, with the following ideas being shared:

1) Application for a currently available \$25,000 new equipment grant for Massachusetts vocational schools. If granted this new equipment could be used to provide equipment that will ease the congestion during peak hours and increase sales of food and bakery items.

2) Replace the current display cases with two refrigerated cases.

3) Develop a new menu that will offer a new array of items while reducing the offering to one major protein, soups, salads and sandwiches. Along with this, increase prices across the board by 10%. Omit lost leaders.

4) Develop new signage for the front of the building that will be more eye catching for traffic passing the school.

5) Solicit for ads for place mats and offer local artists wall space in the restaurant.

Vice-Chairman Aidan G. Maguire, Jr., stated that he is a frequent visitor at the Chateau and would like to see the flat-screen TV operating, possibly with a program similar to the program in the front lobby flat screen, demonstrating student activities and accomplishments.

It was noted by Business Manager David W. Proule that Culinary has not had an increase to its budget for three years.

Following the conclusion of comments, questions and answers, Member Fess Joyce moved to approve a transfer of \$20,000.00 into the Culinary Arts Account to absorb a potential shortfall in the FY13 Budget. Motion was seconded by Member Kevin L. Connolly and taken to a vote. By **MAJORITY** (7-1 with Mrs. Nearen abstaining because of possible conflict as Mrs. Nearen's daughter is a student in the Culinary Program).

Voted: to approve a transfer of \$20,000.00 into the Culinary Arts Account to absorb a potential shortfall in the FY13 Budget.

- **Tentative FY14 Budget – A vote is requested. NOTE: Delayed from 3/5/13 to accommodate District Town Visits and Requests for Information and Input from Town Officials.**

Following conversation it was the sense of the Committee to delay the vote and conduct a Finance & Administration Subcommittee meeting for additional budget review. The vote was postponed to accommodate the subcommittee meeting.

FY14 – Budget > All members have received by email, as well as a hard copy of a document entitled: *FY14*

Proposed Budget with History, As of February 28, 2013.

- **Suggestion:** Member Marybeth Nearen continues to advocate for support of all members at individual district town meetings. The Avon Town Finance Committee Meeting will be **Wednesday, March 20, 2013 at 7:30 p.m.**

- → **RECAP: Total Budget for FY14 = \$17,896,529, down → -0.13% from FY13.**

6.3 **Assistant Superintendent/Principal: M. Barrett** – Chairman Pascarella recognized Mr. Michael J. Barrett. Mr. Barrett addressed the Committee on the following:

- Student Admissions for Class of 2017: Thus far, as of February 15th, first rounds of acceptance have gone out to 257 students: as compared with 207 last year. The assumption of getting out early acceptances has had a very positive effect and “We applaud Marybeth Joyce (Director of Admissions and Financial Aid)” for the fine job she has done with this endeavor.
- **A.L.I.C.E.:** Blue Hills’ students were introduced to the A.L.I.C.E. Program, with Officer Connor. Next week Officer Connor will return for an update with all staff (Tuesday, March 26, right after school.).
- **“The Yellow Dress”** – The one-woman production will be presented to Seniors at Blue Hills on Thursday, April 11, 2013. This show is made possible by a grant from **Honey Dew Donuts** and is presented to assist students that may be subjected to “dating abuse” and other types of abusive behavior.

National Honor Society Induction Ceremony:

- Sixteen students are scheduled for induction on Wednesday, April 3, 2013 at 6 p.m. in the Cafetorium. The National Honor Society Chapter Advisor is **Mrs. Rebecca Cygielnik Ray.**
- **Safety Flip Chart:** This chart is updated and finalized and produced by **Blue Hills’ Graphics Department.** Charts will be distributed next week.
- **CPR:** In cooperation with the Town of Canton, 8 or 9 paramedics trained in CPR will conduct training at a future date. This training will be conducted within an in-service.
- **Advisory Committee Dinner** – Will be conducted on **Wednesday, April 10, 2013 at 5:30 p.m.** in the Cafetorium.
- **SkillsUSA:** Ten students are going to the State Championship after bring home the metal from the District Competition. Mr. Bob Foley is the Program Advisor.

Chairman Pascarella thanked Mr. Barrett for his report.

6.4 **Superintendent/Director James P. Quaglia** was recognized by Chairman Pascarella. Mr. Quaglia provided the Committee with a document entitled:

- **Evaluation:** The first step of the evaluation process for the Superintendent-Director has been taken for FY13 processing and future contract negotiations. With the permission of the full committee, working with Evaluation Subcommittee Chairman, Mr. Fran Fistori, an evaluation tool was promulgated. This tool targets 18 of the areas that are closest to Mr. Quaglia’s current job responsibilities. Each Committee Member was provided with the evaluation tool/document with a request from Evaluation Subcommittee Chairman, Mr. Fran Fistori, to submit the **completed evaluation by APRIL 15, 2013 (a Monday).**

Upon completion of the evaluation by each individual committee member, the returns will be tallied by Mr. Fistori, and Joanne. Following that tally, the Evaluation Subcommittee will meet to discuss the returns and report to the full committee with results. Members are requested to submit their returns to “Joanne”.

Member Marybeth Nearen stated that she would like the Superintendent-Director to provide a “self -evaluation”.

7. DSC Business: (Unfinished and New Business)

- **Unfinished:** Vice Chairman Aidan G. Maguire would like a report on the Siemens’ Contract results.
- **BoardDoc** – Laura Lavitour has been in contact and would like to know what type of software is used for visual assistance. IT Manager Michael Schantz and Technician Jeremy Pandolfo will be contacted.

- **Licensing Question** – Mr. Quaglia reported that a licensing question addressed at a previous meeting was researched and the requested fee was a “Program Licensing” not an individual licensing.

8. DSC Subcommittee Reports (as needed):

- ❖ **Personnel & Negotiation** – Third-year wage reopeners for SEIU#888 Cafeteria and SEIU#888 – Maintenance will be scheduled and posted for Tuesday, April 2, 2013 at 5 p.m.
- ❖ **Finance & Administration** – Will meet to further peruse the FY14 Budget. A meeting will be set as soon as possible.

9. Discussion or Suggestions for the Good of the District, Including Newsworthy Educational Items

- **School Safety** – Member Nearen continues to advocate for training in CPR and was pleased to learn that steps have been taken towards this goal.

10 . Executive session: Chairman Pascarella moved to enter into executive session at 9:10 p.m. The Chairman called **executive session** to discuss collective bargaining, strategies and/or possible litigation under Open Meeting Law, Chapter 30A, Section 21 (a) (b), 2, 3 of the Commonwealth of Massachusetts General Laws. Open meeting discussion may have a detrimental effect on the bargaining or litigating position of the public body and is subsequently declared by Chairman Pascarella. By **UNANIMOUS** Roll-Call Vote, the Committee moved into executive session and will return to the regular meeting for an Open Session Vote and to adjourn.

As a result of discussions and decision made in executive session, a vote was taken. Chairman Pascarella accepted a motion from Member Kevin L. Connolly to accept the recommendations of Superintendent-Director James P. Quaglia as presented in his proposal and submission “Reduction in Force”. Motion was seconded by Member Fran Fistori, taken to a vote and **UNANIMOUSLY**

VOTED: to accept the recommendations of Superintendent-Director James P. Quaglia as presented in his proposal and submission “Reduction in Force”.

14. Adjournment – Following conclusion of all District School Committee’s regular meeting and executive session, Chairman Pascarella accepted a motion from Member Germano John Silveira, seconded by Member Fran Fistori to close the Regular Session Meeting of the District School Committee.

It was **unanimously:**

VOTED: to adjourn the Regular Scheduled Meeting, with all regular business concluded, at **9:54 p.m.**

The Committee’s **next meeting** will be a **Regularly Scheduled District School Committee Meeting** conducted in the William T. Buckley District School Committee Board Room 207A, at **7:00 p.m., on April 2, 2013,** unless otherwise posted.

Minutes Approved:

Minutes submitted by:

Joseph A. Pascarella, Chairman

Joanne Kuzborski, Recording Secretary