



**MINUTES of the “49th District School Committee”
Regular 2013 Meeting**

Membership: Francis J. Fistori, Avon; Secretary Germano John Silveira, Braintree;

Chairman Aidan G. Maguire, Jr. Canton, Joseph A. Pascarella Dedham;

Mr. Robert A. McNeil, Holbrook; Mr. Fess Joyce, Milton; Mr. Kevin L. Connolly, Norwood;

Mrs. Marybeth Nearen, Randolph and Vice-Chairman Charles W. Flahive, Westwood.

Regular Meeting, Tuesday, December 3, 2013

Conducted in the William T. Buckley District School Committee Meeting Room, #207A

The Blue Hills Regional Vocational School **Forty-Ninth District School Committee** Regular Schedule Meeting was called to order at **7:15 p.m. on Tuesday, December 3, 2013** at the Blue Hills Regional Vocational Technical School, William T. Buckley District School Committee Board Room 207A, 800 Randolph Street, Canton, Massachusetts. Acting Chairman Charles W. Flahive, presided.

1. ROLL CALL and PLEDGE OF ALLEGIANCE *

MEMBERS PRESENT: Messrs. Connolly, Fistori, Flahive, Joyce, Maguire, McNeil, Mrs. Nearen (7:15) and Mr. Pascarella (7:35)

MEMBERS ABSENT: Messrs. Maguire, McNeil and Silveira

OTHERS PRESENT: Ms. Jessica C. Leigh, Student Representative
Mr. Charles J. Gisondi, District Treasurer
Mr. James P. Quaglia, Superintendent-Director
Mr. Michael J. Barrett, Assistant Superintendent/Principal
Mr. David W. Proule, Business Manager
Mr. Francis X. Howley, Director of Vocational Programs
Mr. Edward Catabia, Director Athletic Programs/Coach
Mr. Eric C. Erskine- Chairman General Advisory Program
Ms. Jilena Deitsch, Student
Mr. Brian M. Kalfin, General Advisory Committee – Engineering
Ms. Kristy Littlehale – Blue Hills Teacher
Mr. Rick Montgomery, Auto Repair Instructor
Mr. Fred White, General Advisory Committee – HVAC
Mrs. Helen Delaporta, Parent
Ms. Margarita (Meg) Delaporta
Mrs. Eileen Dailey – Resident/BHEA
Mr. Nick Prisco, Student
Ms. Jessica Politano, Student
Ms. Susan Politano, Parent
Mr. Marcus Donohue, Student

Warrant Subcommittee met at 6:30 p.m. (Room 402) to inspect warrant documentation submitted for full-committee approval.

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

Chairman Aidan G. Maguire, Jr., was not present (ill). Vice-Chairman Charles W. Flahive was Acting Chairman for all business conducted at this meeting announcing that the District complies with the revised Open Meeting Law in effect, as of July 1, 2010.

1. Pledge of Allegiance, Roll Call
2. Public Comment

Acting Chairman Charles W. Flahive recognized Athletic Director Edward Catabia, Jr., who in turn reviewed the following:

- **BLUE HILLS REGIONAL TECHNICAL SCHOOL IN CANTON WINS PRESTIGIOUS MIAA DISTRICT D SPORTSMANSHIP AWARD (by Judy Bass)**

- Blue Hills Regional Technical School in Canton has won the prestigious Massachusetts Interscholastic Athletic Association (MIAA) District D Sportsmanship Award for 2012-13.
- Last spring, the Mayflower Athletic Conference (MAC), which includes 16 teams, among them Blue Hills, voted Blue Hills the Mayflower Athletic Conference Sportsmanship Award for the 2012-13 school year. Upon receiving this recognition, Blue Hills moved on as a representative of the MAC to the MIAA's District D, consisting of 45 schools.
 - According to the MIAA web site, "These [district sportsmanship] awards are presented annually at the MIAA Sportsmanship Summit to one school in each of the eight athletic districts within the MIAA structure. District sportsmanship awards are chosen by the athletic directors from the member schools in each district."
- On Sept. 11, 2013, Blue Hills sent a delegation including Athletic Director / Head Football Coach Ed Catabia, outstanding multi-sport student-athletes **Meg Delaporta of Canton and Marcus Donahue of Braintree**, both of whom are student ambassadors to the MIAA representing Blue Hills, and Communications Specialist Judy Bass to discuss the school's numerous successful sportsmanship initiatives in front of a distinguished panel of experts at Old Rochester Regional High School in Mattapoisett to win this award. Assistant Superintendent / Principal Michael J. Barrett accompanied the group.
- "Meg and Marcus, along with Communications Specialist Judy Bass, did a great job and we all should be proud of what they did," said Catabia. "Congratulations to all the coaches. You truly are great to work with and deserve a lot of credit for instituting integrity, discipline and sportsmanship in our student athletes. Keep up the great work."
- "The District D Sportsmanship Award is simply a reflection on the type of student athlete and coaches at Blue Hills," noted Principal Barrett. "Our student athletes come from nine towns and most do not know each other before they get to Blue Hills. Yet our coaches are able to bring these student athletes together as a team. We are fortunate to have coaches who bring out the best in their student athletes, but also support one another. Our student athletes follow this lead and it shows in how they approach the game. Our students and coaches are committed to Blue Hills and everything we stand for. I applaud all of you on this great achievement. Congratulations to each and every one of our coaches and student athletes. This award is well-deserved."
- The school received the award during the 2013 Sportsmanship Summit at Gillette Stadium in Foxboro on Friday, Nov. 22, 2013 and the award was presented for the perusal of the District School Committee this evening.

Meg and Marcus were present and received the congratulations of the Committee for their tremendous achievements.

Following conclusion of Director Catabia's presentation, members of the Committee thanked him for the fine job he is doing as Athletic Director.

3. Approval of Previous Meeting Minutes – Acting Chairman Charles W. Flahive moved to the approval of the Tuesday, November 5, 2013 Minutes. Member Kevin L. Connolly moved to approve the November 5, 2013 minutes as presented. Motion was seconded by Member Marybeth Nearen. Motion to approve the minutes was taken to a vote and it was **UNANIMOUSLY**

VOTED: to approve the November 5, 2013 minutes as presented.

4. Student Representative Report - School Year 2013-14 Student Representative Jessica Caroline Leigh was recognized by Acting Chairman Charles W. Flahive. Ms. Leigh provided the following information:
- **Dodge ball Tournament** last Tuesday was a huge success.
 - Student Council is hosting a **“Winter Ball” on Friday, January 17, 2014 at 7 p.m.** in the school Cafeteria.
 - Boys Football is part of the Vocational Tournament and will be playing next **Thursday (12.5/13) at 4:30 p.m. at Braintree High** (against North Shore).
 - **Winter Sports have Started:** Ice Hockey, Swimming and Basketball.
 - All **Student Council Members** have adopted a member of a family from a homeless shelter through the “Dove Organization.”
 - **Food Drive** – Student Council is also conducting a food drive and will make donations to member town food banks in Avon, Holbrook and Avon.
 - The **Early Education Program** is sponsoring a **“Cradles to Crayons” drive this month.**
 - National Honor Society is conducting a **“Clothes Drive”**.
 - Student Council is also participating in a **“Toys for Tots Drive”**
- “The altruism of the Blue Hills Student body is very apparent”, commented Ms. Leigh
The members of the Committee thanked Ms. Leigh for her report.
5. **DSC Chair Report** – Acting Chairman Charles W. Flahive stated that he is covering the meeting because of the illness of the Chairman, Aidan G. Maguire, Jr. Members will send out a well wish for a speedy recovery.
6. Administrative Reports:

6.1 General Advisory Program Presentations and Recommendations: Vice Chairman Charles W. Flahive recognized **Director of Vocational Programs, Francis X. Howley** and **General Advisory Program Chairman, Eric C. Erskine.** and provided minutes from October 24/25, 2013 meeting of the General Advisory Program Advisors for the following programs:

AUTOMOTIVE TECHNOLOGY

The Auto Technology program is NATEF certified; ensuring our students become master certified mechanics. Students are able to be master certified. Our Automotive program is also part of AYES, which is the Automotive Youth Educational System, a school-to-career initiative between automotive manufacturers and Blue Hills. It allows our students to job shadow and be mentored by technicians working in vehicle dealerships.

The program’s goal is to produce graduates who can enter the industry as apprentice technicians in repair facilities or factory dealerships upon graduation.

COLLISION REPAIR & REFINISHING

The Collision Repair Program is also NATEF certified. Graduates of the program have exciting careers working for independent business owners and automobile and truck dealerships. Students completing the program also have options working as manufacturer representatives and in the auto insurance industry as estimators and appraisers.

COMPUTER TECHNOLOGY

This program prepares our students for exciting career opportunities as network system and data communication analysts by using the latest computer equipment and software available on the market. Our students participate in the Cisco Networking Academy and IT Essentials; and have opportunities for various national and global IT certifications such as IC3, MOS, CCNA, and Network+.

CONSTRUCTION TECHNOLOGY

Using the MA building code and other resources, the Construction Technology Program prepares our students to enter the vast construction industry that encompasses house carpentry, millwork, and commercial construction. Students will develop skills that include in-depth layout and framing. Computer-aided drafting is introduced and utilized on projects in the carpentry lab and on outside projects. Students will attain their OSHA 10 Construction certification card, which is a prerequisite for employment on many major construction projects around the country.

COSMETOLOGY

Students in the Cosmetology program are familiarized with the basic fundamentals of hairstyling, skin and nail care. Upon the completion of the program, students look forward to many employment opportunities. The Cosmetology Program will prepare students to apply for the State Board of Hairdressing written and practical

examination upon completion of this program. Upon completion of 250 hours, students will perform supervised work on customers.

CULINARY ARTS

The field of Culinary Arts offers extensive career opportunities in an exciting and challenging profession. Careers in the Culinary Arts range from working in restaurant settings, resorts, cruise ships, hotels, cafeterias and bakeries and as private chefs/cooks, caterers, consultants and managers. Students will complete the Serve Safe Food Protection Manager Certification requirements.

DESIGN & VISUAL COMMUNICATIONS

DVC trains students to become professional artists and designers. Among the topics covered in the program is the use of multimedia design, digital video and marketing strategies that incorporate photography, digital art, animation and web development. These creative problem-solving projects will teach students how to resolve consumer communication needs visually and how to prepare creative art for reproduction in all printed media. Comprehensive portfolios are prepared for employment and/or the college admission process.

DRAFTING/CAD

The Drafting/CAD Program prepares students for competitive jobs in the mechanical, architectural and building construction design (HVAC, plumbing, electrical) fields. The in-depth training students receive in the Drafting/CAD program enables them to translate their ideas or the ideas of other professionals into working drawings, digital renderings and 3D models.

EARLY CHILDHOOD

The Early Education Program prepares students to meet the requirements set by the Massachusetts Department of Early Education for Preschool Teacher licensure, as well as earning their Infant/Toddler Certification. Early Education students study child development theory and teaching methods, which they use as student teachers in the school's Early Education Center, which is a functioning laboratory pre-school.

ELECTRICAL

Through a solid understanding of the National Electrical Code, the Electrical program provides a comprehensive foundation for entry into the electrical industry. Students learn technical skills such as electrical theory, testing equipment, residential and commercial wiring, and a vast array of low-voltage applications. Graduates continue on to become journeyman, master electricians, telecommunication technicians, data wireman, alarm installers, and cable splicers. Upon completion of the Electrical Program, students will accumulate hours towards their Journeyman license.

ELECTRONICS

The Electronics Program prepares students through experimentation, circuit design, building, troubleshooting, use of test equipment, and project construction to master the skills needed to work in the exciting and varied field of electronics. Students have potential careers as: Electro-Mechanical Technicians, Electronic Equipment Servicing Technicians, Electronic/Electrical Engineers, Manufacturing Technicians and Technical Sales personnel.

ENGINEERING TECHNOLOGY

The project-based curriculum of the Engineering Technology Program challenges students to use math, science and technological principles in solving real-world problems. The Program prepares students for the rigor of college-level programs in engineering. Students learn technological systems and how they interact with other systems in analyzing and solving problems. Students will learn 21st Century skills such as communicating effectively through reading, writing, listening and speaking as well as working with others in teams to problem solve as well. Career options for students, coupled with post-secondary study, include a myriad of Engineering professions.

GRAPHIC COMMUNICATIONS

Graphic Communications is one of the largest and most diverse industries in the United States. This industry includes printing, publishing, and packaging as major divisions. This industry includes printing, publishing, and packaging materials for businesses and institutions. Upon leaving the Graphic Communication Program, students have career opportunities in Graphic Designers, Print Supervisors, and Desktop Publishers.

HEALTH ASSISTING

The Health Assisting program prepares students to enter the health care profession. The topics covered in the Health Assisting program are Basic Nursing, Business, Values, Office Management, Foods and Nutrition, Human Growth and Development, and Health Issues. Upon completion of the program, students will be licensed as a CNA, and hold CPR/First Aid, Basic EKG, and Home Health Aide certification.

HVAC/R

The HVAC/R Program prepares students by developing skills in a broad spectrum of service, installation, and maintenance on all types of residential, commercial and industrial heating, ventilation, air conditioning and

refrigeration. Upon completion of the HVAC/R Program, students will be qualified in 3 EPA Certifications, MVAC Certification, R410 Certification, and prepare them as an Oil Burner Apprentice.

METAL FABRICATION AND WELDING

Metalworkers use their arts and sciences to create useful products ranging from skyscraper office buildings, transportation systems and bridges to fine art sculptures, recreational equipment and ordinary tools for everyday life. The Metal Fabrication Program at Blue Hills cover a wide range of topics in the curriculum including: safe work practices, welding, OSHA construction safety and health standards, computer programming for CNC machinery, the importance of chemistry in welding and cutting processes, precision sheet metal layout, making templates, and using mathematical formulas to calculate material waste, project costs and unit conversions. Metal Fabricators and Welders are in demand worldwide in a wide range of applications.

In addition the presenter provided documents to the Committee Members and all present entitled: **“General Advisory Committee Program Reports, October 2013, Presented at the Tuesday, December 3, 2013 District School Committee Meeting – Committee Chairman Mr. Eric Erskine”** and **“Vocational Department Budget FY15, Summary of Capital Requests (Machinery and Technology)”**. These documents detailed the recommendations of the General Advisory Committee members for the programs to insure that the students are being offered the opportunities of learning with premier industry standards and are equipped to graduate with skills that will insure a future of employment in their trades.

There was a question and answer comment session. Member Fran Fistori stated that it is extremely important to identify the “need” from the “want” items with all program requests. Member Fistori wants to see items “prioritized” and was assured by Director Howley that this is what will be done.

Following, questions, answers and comments Acting Chairman Flahive thanked the individuals present stating that it is very obvious that a lot of time went into this this presentation and this is very much appreciated. appreciated.

6.1 Treasurer: C. Gisondi

6.1.1 Warrant Approval: Vice Chairman Charles W. Flahive entertained a motion for the approval of FY14 Warrant Number 9, (Vouchers 1033-1034) in the amount of \$644,836.84. Member Kevin L. Connolly moved to approve the

FY14 Warrant Number 9, (Vouchers 1033-1034) in the amount of \$644,836.84. Motion was seconded by Member Nearen. Motion was taken to a vote, without discussion, and **UNANIMOUSLY**

VOTED: to approve FY14 Warrant Number 9, (Vouchers 1033-1034) in the amount of \$644,836.84.

- **501C Accounts:** Treasurer Charles J. Gisondi advised the Committee that he continues the work that must be done with the 501C Accounts. Resolution will be forthcoming and reported back to the Committee.

6.3 Business Manager: Acting Chairman Flahive recognized Business Manager David W. Proule. Mr. Proule advised the Committee that the Finance Department is currently having an “Analysis of Operations”. This analysis is entirely different from the annual audit and is done to measure the efficiency of the department. Superintendent-Director James P. Qualia added that a “Survey Monkey” has also been sent out to assist with this endeavor.

Calendar of FY15 Budget Preparation Meetings – All members have received this Calendar with inclusions of Finance & Administration Subcommittee Meetings.

6.4 Assistant Superintendent-Principal – Mr. Michael J. Barrett was recognized by Acting Chairman Flahive and proceeded to report:

- **Annual Joint Dinner Meeting** with School Council scheduled is set for Tuesday, December 17, 2013 at 5:30 p.m.

- **NEASC** – Mr. Michael J. Barrett has learned that NEASC may delay the accreditation visit planned for April 2014. Mr. Barrett understands that the reason may be because the Chairman of the visiting committee has a conflict with schedule. Additional information will be forthcoming.
- **Chromebooks** – Academic Teachers have their Chromebooks with Vocational Teachers receiving theirs next week.
- **Contraband Search** – Mr. Barrett stated that next month the “dogs” will be searching school.

6.5 Superintendent/Director: Superintendent-Director James P. Quaglia was recognized.

- **District Policy Book** – Mr. Quaglia stated that the review of the Policy Book should be completed by the first of this year (2014).
- **2013 District Report Card** – Superintendent-Director Quaglia stated that Director of Academics Jill M. Rossetti will present to the Committee at the Tuesday, December 17, 2013 meeting of the Committee.
- **FY15 Budget** – Mr. Quaglia stated that he is very involved with the FY15 Budget preparations.
- **Facility Report** – Mr. Quaglia stated that Director of Facilities, Mr. Gene Mastro, will have a complete report for the Committee on the current facility projects.

7. Unfinished Business and New Business

- A request was made for a **Curriculum & Advisory Committee Meeting** to be conducted on Wednesday, January 8, 2014 at 6:30 p.m.
- **Finance & Subcommittee Meeting** will be conducted on Monday, December 9, 2013 at 5:30 p.m. in Room 402.
- **Culinary/Cafeteria Internships** - Acting Chairman Flahive is still determined to see this form of culinary learning offered to the students of the Culinary Arts Program.
- **2013 “Turkey Shoot”** overseen by Blue Hills Teacher, **Michael Sheehan** is underway. Members of the Committee contributed to this endeavor with their full-hearted approval.

8. DSC Subcommittee Reports (as needed):

- **Warrant Subcommittee** – Subcommittee Chairman will be announced and report provided.
- **Personnel & Negotiation** – Chairman of Subcommittee Charles W. Flahive will report on conducted meeting (11.20.13 @ 6 p.m.) and recognizes there are still items to be settled. Additional information will be forthcoming when available.

9. **Discussion or Suggestions for the Good of the District**, Including newsworthy educational items:

- **Town of Randolph Get Together** – Member Marybeth Nearen invited the members to a longstanding Christmas get together at the Chateau de bleu (Blue Hills) at 11:30 a.m. Mrs. Nearen also mentioned that she will finish up as a Town of Randolph School Committee Representative effective December 1, 2013.

10. **Executive Session** – Although anticipated, it was determined that an executive session was not needed at this time.

11. **Adjournment** – Following conclusion of all District School Committee's regular meeting and executive session. Acting Chairman Charles W. Flahive accepted a motion from Member Fran Fistori and seconded by Member Fess Joyce 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 **8:36 p.m.**

The Committee's **next meeting** will be a **Regular Scheduled Meeting** conducted in the **William T. Buckley District School Committee Board Room (#207A)**, on **Tuesday, December 17, 2013** at **7:00 p.m.**, unless otherwise posted.

Minutes Approved:

Charles W. Flahive, Acting Chairman

Minutes submitted by:

Joanne Kuzborski, Recording Secretary