



**MINUTES of the “49th District School Committee”
Summer Schedule 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 Mr. Charles W. Flahive, Westwood.

The Website and Technology Subcommittee conducted a meeting at 6 p.m., prior to this meeting.

Summer Schedule Meeting, Tuesday, August 20, 2013

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

The Blue Hills Regional Vocational School **Forty-Ninth District School Committee** Summer Schedule Meeting was called to order at **7:00 p.m. on Tuesday, August 20, 2013** at the Blue Hills Regional Vocational Technical School, William T. Buckley District School Committee Board Room 207A, 800 Randolph Street, Canton, Massachusetts. Chairman Aidan G. Maguire, Jr., presided.

1. ROLL CALL and PLEDGE OF ALLEGIANCE *

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

MEMBERS ABSENT: Mr. Joyce

OTHERS PRESENT: Mr. Charles J. Gisondi, District Treasurer
Mr. James P. Quaglia, Superintendent-Director
Mr. David W. Proule, Business Manager
Ms. Marybeth Joyce, Director of Admissions and Financial Officer
Ms. Kim Polisenio, Summer School Director and Post-Secondary Coordinator

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

Chairman Aidan G. Maguire, Jr., 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.

2. Public Comment: None.

3. Approval of Previous- Meeting Minutes - Chairman Aidan G. Maguire, Jr. accepted motions to approve the July 23, 2013 Summer Schedule Minutes. Motions to approve and accept the minutes were made by Secretary Germano John Silveira. Motions were seconded by Member Kevin L. Connolly. Without discussion, motion was taken to vote and it was **UNANIMOUSLY**

VOTED: to approve the July 23, 2013 Summer Schedule Minutes

4. Student Representative Report – School Year 2013-14 Representative will begin term of office at the start of school year.

5. DSC Chair Report/Comments – Chairman Maguire spoke of the warrant information that is being sent to all members. This procedure has eliminated the need for the Warrant Subcommittee, allowing all members to examine the warrant information and send questions to Business Manager David W. Proule no later than the day before the scheduled meeting. Following conversation, it was agreed that electronic copies of the warrant(s) will be sent electronically, in a timely manner, by noon of the Friday before the scheduled meeting. This protocol will insure that the members have the time to examine the documents and have any questions that may arise answered before the meetings.

6. Administrative Reports:

6.1 **Treasurer: C. Gisondi** - Mr. Charles J. Gisondi prepared and presented the Warrant and backup information was provided, commenting that there are two warrants: One for FY13 and one for FY14.

6.1.1 **Warrant Approval:** Chairman Maguire moved to the approval of the Warrants:

Upon motion of Secretary Germano John Silveira, to approve **FY13 Warrant Number 24 (Vouchers 1093-1096) in the amount of \$90,986.30**. Motion to approve was seconded by Member Kevin L. Connolly. **Motion to approve** the warrant was taken to a vote and it was **UNANIMOUSLY**

VOTED: to approve **FY13 Warrant Number 24 (Vouchers 1093-1096) in the amount of \$90,986.30**.

Upon motion of Secretary Germano John Silveira, to approve **FY14 Warrant Number 2 (Vouchers 1003-1010) in the amount of \$937,068.96**. Motion to approve was seconded by Member Kevin L. Connolly. **Motion to approve** the warrant was taken to a vote and it was **UNANIMOUSLY**

VOTED: to approve **FY14 Warrant Number 2 (Vouchers 1003-1010) in the amount of \$937,068.96**.

6.2 **Business Manager: D. Proule.** Chairman Maguire recognized Mr. David W. Proule

FY13 Closeout: Business Manager David W. Proule reported that the Finance Department is working on the FY13 Closeout and a subsequent presentation. There are four unencumbered FY13 Invoices that require of the approval of the District School Committee for pay in FY14. The matter was discussed. Following discussion, Chairman Maguire, Jr., accepted a motion from Secretary Germano John Silveira to approve for payment the outstanding vouchers presented by Business Manager David W. Proule. Motion was seconded by Member Robert A. McNeil. Motion to approve the presented vouchers was taken to a vote and it was UNANIMOUSLY

VOTED: to approve for payment the outstanding vouchers presented by Business Manager David W. Proule.

Credit Card Setup for Cafeteria – Mr. Proule reported that charge cards for students buying lunch is set up and will be ready to go upon school start, September 4th.

6.3 **Director of Facilities:** Chairman Maguire recognized Director of Facilities, Gene Mastro. Mr. Mastro reported on:

- **Summer Work on Facilities and Grounds Report**

- **Softball/Baseball Fields** – Work is going well. The **football field** is a future project and Mr. Mastro recommended to the Committee that a “quicker start” be looked at for this project. Getting things well organized prior to the project insures the best success.
- **Pool** – A few demolition problems popped up at the start of the project that will extend the completion. “Right now, we are looking at a Thanksgiving date opening.” Mr. Mastro stated. Superintendent-Director stated that he hopes the banners around the pool are saved and safe.
- **Regular Maintenance** – Mr. Mastro stated that maintenance is on schedule. During the summer, a number of students had been hired to help with before-school maintenance projects. Summer, traditionally has been a time when Mr. Mastro’s department employees vacation. The support of the student summer hires is enormous.
 - Vice Chairman Charles W. Flahive stated that the school’s front-entrance lobby/foyer of the school still needs to be brightened up.

Chairman Maguire and the Committee expressed their appreciation for the fine job being done on the buildings and grounds.

6.4 **Assistant Superintendent/Principal: M. Barrett** – Assistant Superintendent/Principal Michael J. Barrett was not present. .

- **Preliminary Report on Readiness to Open School** Acting on Mr. Barrett’s behalf, Transition Coordinator Kim Poliseno was recognized and reported on school readiness. Ms. Poliseno stated that everything is ready to go. New Employees will be at Blue Hills Regional on Tuesday August 27th to receive a guided tour and familiarize

themselves with the school's layout. All staff will attend an 8 a.m. meeting on Tuesday, September 3, 2013 meeting in the Cafeterium. Freshmen will attend their first day on Wednesday, September 4 along with "new sophomores". All students will begin School Year 2013-14 on Thursday, September 5, 2013.

o **Summer School 2013 Report – Director of Summer School Kim Polisenio provided a report:**

- 34 registered students
- 15 of those were free
- Took in: \$7650.00
- Paid Teachers: \$10,499.86
- Reserve Account: \$2849.86 (needed to pay teachers)
- The following classes ran:
 - o Physical Education/Health
 - o Math
 - o English
 - o Science
 - o History
- 14 students took summer school elsewhere.

District School Committee Members asked questions and received answers from Director Polisenio. Following the question and answer period, Chairman Maguire and the Committee thanked Ms. Polisenio.

6.5 **Superintendent/Director James P. Quaglia** was recognized by Chairman Maguire. Mr. Quaglia addressed the Committee:

- **Reinstatement of two LPN Teaching Positions:** The enrollment quota has been met and Superintendent-Director Quaglia recommended the rehire of two LPN Instructors. Following discussion, questions and answers, Chairman Maguire moved the question. Member Fran Fistori moved to approve the hiring of two LPN Instructors, as recommended by the Superintendent-Director. Motion was seconded by Member Robert A. McNeil. Motion was taken to a vote and it was **UNANIMOUSLY**
VOTED: to approve the hiring of two LPN Instructors, as recommended by the Superintendent-Director.
- **Staffing/Hiring Update:** Superintendent-Director Quaglia provided the Committee with a pass out document listing all the new hires and the positions filled.
- **Fall Sports:** Massasoit Community College is generously providing field use for sports practices, allowing the Blue Hills' fields time to set.

7. **DSC Business: (Unfinished and New Business)** – Director of Admissions and Financial Aid Marybeth Joyce was recognized by Chairman Maguire. Ms. Joyce provided a hard copy of the ***Practical Nursing Program Student Manual for School Year 2013-2014***. An electronic copy of the Handbook was provided the week before this meeting. Following review, questions and answers, Chairman Aidan G. Maguire, Jr., moved the question of approval of the ***Practical Nursing Program Student Manual for School Year 2013-2014***. Member Kevin L. Connolly moved to approve the ***Practical Nursing Program Student Manual for School Year 2013-2014***. Motion was seconded by Vice-Chairman Charles W. Flahive. Motion was taken to a vote and it was **UNANIMOUSLY**

VOTED: to approve the ***Practical Nursing Program Student Manual for School Year 2013-2014***.

8. **DSC Subcommittee Reports (as needed):**

- **Personnel & Negotiation Subcommittee:** Subcommittee Chairman Flahive requested executive session discussions as allowed via Open Meeting Law, Chapter 30A.

- **Policy** – Subcommittee Chairman is now Mrs. Marybeth Nearen. A meeting will be called when attorney review/update is completed by Attorney Paige Tobin.
- **Website Technology:** Prior to this evening's meeting, the Website and Technology Subcommittee met. Member Germano John Silveira was elected Subcommittee Chairman. Ms. Judy Bass attended the meeting to provide her opinion and expertise as the school's website manager. Items discussed were the possibility of **televising meetings** with a subsequent recommendation to the full committee to do this. Mr. Quaglia will explore the capabilities and report back to the full Committee. Social Media tools were discussed to promote and communicate. A **Policy Subcommittee** meeting is recommended to renew and refresh the DSC Policy on computer/networking use. Joanne was requested to communicate with other schools and get samples of policies in force. The members were reminded that all their contact information is readily available for the citizenry at the school's website. Part of being an elected official is being available for contact 24/7 by the citizens served.

After discussion, the Subcommittee requested Chairman Silveira to present three different options for internet communications at the next meeting.

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

Following discussion and suggestion by Vice-Chairman Charles W. Flahive, it was the sense of the Committee to conduct their first September meeting on Tuesday, September 10, 2013 at 7 p.m. and their second on Tuesday, September 17, 2013. The meeting on the 10th will be a "Special". The meeting on the 17th will be on the 3rd Tuesday of September and fit into the regular scheduled meeting protocol. Chairman Maguire accepted a motion from Vice Chairman Flahive to conduct their first September meeting on Tuesday, September 10, 2013 at 7 p.m. and their second on Tuesday, September 17, 2013. The meeting on the 10th will be a "Special". The meeting on the 17th will be on the 3rd Tuesday of September and fit into the regular scheduled meeting protocol. Motion was seconded by Member Fran Fistori. Motion was taken to a vote and it was

UNANIMOUSLY

VOTED: to conduct their first September meeting on Tuesday, September 10, 2013 at 7 p.m. and their second on Tuesday, September 17, 2013. The meeting on the 10th will be a "Special". The meeting on the 17th will be on the 3rd Tuesday of September and fit into the regular scheduled meeting protocol.

Globe Article: Vice Chairman Flahive supplied the Committee with a Globe Article that provided school student enrollments over the past ten years.

School Press Box: Member Kevin L. Connolly asked if there is anyway the "Press Box" and surrounding area can be improved, perhaps with Metal Fabrication providing a corrugated roof on the Press Box. Superintendent-Director Quaglia will try to see if this can be done.

10. **Executive session:** Chairman Maguire moved to enter into executive session at 8:07 p.m. The Chairman moved to **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 Maguire. By **UNANIMOUS Roll-Call Vote**, the Committee moved into executive session and will return to the summer-session meeting and to the meeting's Open Session, solely, for

the Committee vote to adjourn.

11. **Adjournment** – Following conclusion of all District School Committee’s regular meeting and executive session, Chairman Maguire accepted a motion from Member Marybeth Nearen, seconded by Member Fran Fistori to close the Regular Session Meeting of the District School Committee.

It was **unanimously**:

VOTED: to adjourn the **Summer Schedule Meeting**, with all regular business concluded, at **9:15 p.m.**

The Committee’s **next meeting** will be a **Special District School Committee Meeting** conducted in the William T. Buckley District School Committee Board Room 207A, at **7:00 p.m., on Tuesday, September 10, 2013, unless** otherwise posted.

Minutes Approved:

Minutes submitted by:

Germano John Silveira, Secretary

Joanne Kuzborski, Recording Secretary