



**MINUTES of the “51st District School Committee”
Special Schedule 2016 Meeting**

Membership: Mr. Francis J. Fistori, Avon; Mr. Eric C. Erskine, Braintree;
Mr. Aidan G. Maguire, Jr. Canton; Secretary Thomas R. Polito, Jr., Dedham;
Mr. Robert A. McNeil, Holbrook; Mr. Fess Joyce, Milton; Mr. Kevin L. Connolly, Norwood;
Vice Chairman Marybeth Nearen, Randolph and Chairman Charles W. Flahive, Westwood.

“Transparency, Accountability and Fiscal Discipline”

Tuesday, March 1, 2016

Prior to this Regular Schedule Meeting, subcommittee meetings were scheduled to be conducted. Meeting and report/recommendations will be forthcoming, resulting from the conduct. The subcommittees were:

DSC Subcommittee Meetings before this meeting:

- Evaluation Subcommittee – Report > Superintendent-Director Evaluation Process
- Personnel & Negotiation Subcommittee – Report > Preliminary Discussions on the Contract Negotiation with the Superintendent-Director
- Warrant Subcommittee – Report > Subcommittee Chairman Aidan G. Maguire, Jr., will be reporting on the examination of the warrant documentation and subsequent recommendation.

7. Administrative Reports (as needed):

7.1 Treasurer: C. Gisondi

- Warrant Approval (**A vote is requested.**)

7.2 Assistant Superintendent for Business and Personnel – Mr. Steven Moore

- FY15 Audit Report – Powers & Sullivan, LLC, Certified Public Accountants

7.3 Principal – Ms. Jill M. Rossetti

7.4 Superintendent/Director: J. Quaglia

(NOTE: Subcommittee Meetings are conducted in Room 402.)

The Blue Hills Regional Vocational School **Fifty-First District School Committee Regular Schedule Meeting** was called to order, promptly, **on Tuesday, March 1, 2016** at the Blue Hills Regional Vocational Technical School, **William T. Buckley District School Committee Board Room (#207A)**, 800 Randolph Street, Canton, Massachusetts. Vice-Chairman Marybeth Nearen acted as Chairman for this meeting, with the absence of Chairman Charles W. Flahive. There was a change to the meeting place from Room 207A to Room 402 and postings were done on entrance doors. presided at this meeting, as duly elected Chairman of the District School Committee.

NOTE: The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

DSC MINUTES, Tuesday, 3.1.16. Regular Schedule Meeting

All business conducted at this meeting complies with the revised Open Meeting Law in effect, as of July 1, 2010. There are occasions when attendees do not sign in. This meeting's notes were taken by Joanne Kuzborski, Recording Secretary and digital recorder.

1. **ROLL CALL and PLEDGE OF ALLEGIANCE ***

The Pledge of Allegiance was led by Student Representative Geoffrey Ostman.

MEMBERS PRESENT: Messrs. Connolly, Erskine, Fistori, Joyce, Maguire, McNeil, Nearen and Polito

MEMBERS ABSENT Chairman Charles W. Flahive

OTHERS PRESENT:

Mr. Geoffrey Ostman, Student Representative
 Mr. Charles J. Gisondi, District Treasurer
 Mr. James P. Quaglia, Superintendent-Director
 Ms. Jill Rossetti, Principal
 Mr. Steven Moore, Assistant Superintendent/Business & Personnel
 Ms. Marybeth Joyce, BH Director of Admissions and Financial Aid
 Mr. Jason Winchell, Math Teacher, Blue Hills
 Ms. Nicole Flynn, Math Teacher, Blue Hills
 Mr. Brian Gearty, Metal Fab Teacher, Blue Hills and "Coach of the Year"
 Ms. Beth Deverux, Senior Auditor, Powers & Sullivan, LLC, Certified Accountants
 Mr. Frank Serreti, CPA, Powers & Sullivan, LLC, Certified Public Accountants

2. **Public Comment** – None.

3. **Student Report:** Acting Chairman Marybeth Nearen recognized Student Representative Geoffrey Ostman. Mr. Ostman review included:

- Reviewed recent school activities including student-athlete achievements. The Boy's Basketball Team has made the tournament. Coach Brian Gearty has been named Basketball Coach of the Year.
- National Honor Society: Induction Ceremony is scheduled on April 12, 2012.

Following Mr. Ostman's report, the Committee thanked Mr. Ostman.

4. **Minute approval:** Past minutes were approved.

5. **DSC Chairman's Report/Comments:**

- Acting Chairman Marybeth Nearen requested the Auditor's FY15 Report be called out of order.
- Coach Brian Gearty: Chairman Nearen extended the congratulations of the DSC to Coach Brian Gearty for his recent award of "Basketball Coach of the Year."

6. **Subcommittee Reports:**

- **Evaluation Subcommittee** – Report > Subcommittee Chairman Fran Fistori reported that Superintendent-Director Evaluation Process has begun and all members have received (or will receive/via Joanne) the significant documents pertaining to the Superintendent-Director's Evaluation. Subcommittee Chairman Fistori requested that all returns be submitted to him, no later than April 15, 2016 and results will be tallied and reported to the full Committee, as well as the Personnel & Negotiation Subcommittee.
- **Personnel & Negotiation Subcommittee** – Report > Subcommittee Chairman Aidan G. Maguire, Jr., reported that preliminary discussions on the Contract Negotiation with the Superintendent-Director. Subcommittee will

DSC MINUTES, Tuesday, 3.1.16. Regular Schedule Meeting

wait for returns from the Evaluation Subcommittee relative to individual member's evaluations before moving forward.

- **Warrant Subcommittee** – Report > Subcommittee Chairman Aidan G. Maguire, Jr., recommended approval of the submitted Warrant, with one clarification regarding a contract salary. Mr. Moore and Mr. Quaglia provided explanation for expense.

7. Administrative Reports:

7.1 **Treasurer, Mr. Charles J. Gisondi** was recognized by Chairman Flahive. Treasurer Gisondi stated that the District now is receiving \$300 per month that never existed with BANK OF AMERICA. Along with that BANK OF AMERICA sent the District a fee of \$900 for closing District Accounts. Mr. Gisondi stated that the new and improved District Banker, BANK OF CANTON is interested in coming in to a DSC Meeting and explaining all the advantages and improvements that are featured with the change of banking institutions.

- **Warrant Approval** – Acting Chairman Marybeth Nearen accepted a motion, as follows:

Secretary Thomas R. Polito moved to approve FY16 Warrant #15, dated March 1, 2016, in the amount of \$1,680,151.42. Motion was seconded by Member Kevin L. Connolly. Motion to approve was taken to a vote and it was **UNANIMOUSLY**

VOTED: to approve FY16 Warrant #15 dated March 1, 2016, in the amount of \$1,680,151.42.

7.3 **Assistant Superintendent/Personnel and Business: Acting Chairman Nearen recognized Mr. Steven M. Moore. Mr. Moore introduced:**

FY15 District Audit Report

Ms. Beth Deverux, Senior Auditor, Powers & Sullivan, LLC, Certified Accountants and Mr. Frank Serreti, CPA, Powers & Sullivan, LLC, Certified Public Accountants.

Mr. Serreti thanked Mr. Moore and the Finance Department for the full cooperation the audit team had received with the conduct of the extremely efficient FY15 Audit.

Mr. Serreti reviewed the findings of the FY15 Audit (Began July 7th and concluded on November 30th)

The Firm of Powers & Sullivan reviewed all financial elements of the District and provided three comprehensive documents, (components of the actual audit) electronically and by hard copy. They are:

- 1. Management Letter (dated June 30, 2015)**
- 2. Reports on Federal Award Programs (Year Ended June 30, 2015)**
- 3. Report on Examination of Basic Financial Statements (Year Ended June 30, 2015)**

A complete review of the above-entitled documents occurred.

(Note: Documents are available for inspection in the Finance Office and District School Committee Office.)

Mr. Serreti further reported that the actual issue of the Audit was January 28, 2016. Mr. Serreti conducted a question and answer session, adding that there were no transaction errors in the FY15 Audit. Member Fran Fistori was pleased to learn that the receipt issue from the FY14 Audit recommendations was reconciled. Secretary Thomas R. Polito, Jr., questioned how long Powers & Sullivan have been servicing the District (1995) and suggested that the District consider putting the services out to bid. Member Kevin L. Connolly asked if there is any repeated requests for the District from previous

DSC MINUTES, Tuesday, 3.1.16. Regular Schedule Meeting

recommendations. Mr. Serreti replied: "No".

Following the completion of the presentation, questions and answers; Acting Chairman Marybeth Nearen thanked the presenters and concluded by stating, "See you next year."

- **Town Finance Committee Visits:** Mr. Moore reported that he is visiting District Town Finance Committees with the approved Preliminary FY17 Budget in hand. The current visit schedule was reviewed with the Committee. This Thursday Mr. Moore and others will meet with Canton and on the 14th of March meet with Holbrook.

7.4 **Principal – Ms. Jill M. Rossetti** was recognized by Acting Chairman Nearen. Principal Rossetti reported:

- **MDA Lockup** was a huge success. Ms. Rossetti thanked the Committee for their support.
- **"Get Together"**: Ms. Rossetti organized a staff team challenge that culminated in the school cafeteria on Tuesday.
- **NEASC:** Progress reported.
- **Winter Social Event:** The Boosters are hosting a fund-raising event on Saturday, March 5, 2016 and members are most graciously invited. It is scheduled from 7 – 10 p.m. and will include dinner, music and great company at the Irish Club in Canton, MA.
- **ConnectEd Calls:** A number of members are missing calls. Ms. Rossetti will contact IT Manager Michael Schantz with updated phone contact numbers.

7.5 **Superintendent/Director:** Acting Chairman Nearen recognized Superintendent-Director James P. Quaglia.

- **Update:** Less than a week ago, Superintendent-Director James P. Quaglia had surgery. Although a two-month recovery was recommended by his surgeon, Mr. Quaglia appears at tonight's meeting. Mr. Quaglia stated that he has a set up at home to accommodate all his school responsibilities and is constant contact with his administrators regarding any and all school issues. Mr. Quaglia is unable to drive and has friends driving him to and from work.
- **International Center for Leadership in Education (ICLE):** Mr. Quaglia highly recommended this professional development event for Principal Jill Rossetti. The ICLE will occur after school is out in June and is hosted in Florida. As an out-of-state event, the DSC must approve. Following brief conversation, the matter was moved for a vote by Acting Chairman Nearen. Member Kevin L. Connolly moved to approve the attendance of Principal Jill Rossetti at the International Center for Leadership in Education Event, as recommended by Superintendent-Director James P. Quaglia. Motion was seconded by Member Eric C. Erskine. Motion was taken to a **VOTE** and it was **UNANIMOUSLY**

VOTED: to approve the attendance of Principal Jill Rossetti at the International Center for Leadership in Education Event, in Florida, at the end of June 2016, as recommended by Superintendent-Director James P. Quaglia.

"50TH ANNIVERSARY CELEBRATION": Mr. Quaglia stated that the plans are well underway and would like any suggestions that the Committee may have to enhance this event. Tentatively, the event is scheduled for June 10th.

DSC.MINUTES, Tuesday, 3.1.16. Regular Schedule Meeting
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8. **Unfinished Business and New Business –**

- **MSBA:** ‘A second vote is necessary for the MSBA matter, as well as a transfer from the ED Account’, reported Superintendent-Director Quaglia. As a result, the Committee requested that a Finance & Administration Subcommittee Meeting be set to discuss transfer.

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

- Recent Communications: Communications from parents regarding the athletic program were received and reviewed. Further intensive investigations will be implemented and reported back to the full Committee.

10. **Executive session:** Unnecessary at this time.

11. **Meeting Adjournment.** Acting Chairman Nearen called for adjournment, following the conclusion of all business.

Member Fran Fistori moved to adjourn the meeting. Motion was seconded by Member Fess Joyce, taken to a vote and **UNANIMOUSLY**

VOTED: to adjourn the Regular Schedule Meeting, with all regular business concluded, at **8:20 p.m.**

The Committee’s **next meeting** will be a **Regular Schedule Meeting**, conducted in the **William T. Buckley District School Committee Board Room (#207A), on Tuesday, March 15, 2016 at 7:00 p.m.**, unless otherwise posted.

Minutes approved by:

Respectfully submitted by:

Thomas R. Polito, Jr., Secretary

Joanne Kuzborski, Recording Secretary