



Blue Hills Regional District School Committee
Fifty-Ninth District Committee

**District School Committee Meeting
September 19, 2023
Meeting Minutes**

A. Pledge of Allegiance

B. Call to Order: Time: 7:02 PM

Members in Attendance:

Francis Fistori – Avon, Taryn Mohan (Secretary) – Holbrook, Kevin Connolly (Chair) – Norwood, Karen Graves – Randolph, Sheila Vazquez – Westwood, and Chuck Gisondi – DSC Treasurer

Members not in attendance: Eric Erskine – Braintree, Mark Driscoll (Vice Chair) - Canton, Tom Polito – Dedham, and Clinton Graham – Milton

Administration in attendance:

Jill Rossetti – Superintendent-Director, Geoff Zini – Principal, Jill Brillhante – Business Manager, Mark Aubrey – Assistant Principal, Stephanie Albernaz – Director of Admissions and Financial Aid, and David Galego, Facilities Director

C. Public Comment: None

D. Treasurer’s Report and Warrant:

Warrant # 4 for \$1,075,664.64 Voucher numbers: 1012 - 1215

Motion to approve Warrant Number 4: Taryn Mohan, Holbrook

Second: Sheila Vazquez, Westwood

Discussion: None

Vote: Motion to approve Warrant Number 4 carries unanimously by those members in attendance.

E. Minutes Approval: (Vote is Required)

August 29, 2023

Motion to approve August DSC Meeting Minutes: Taryn Mohan, Holbrook

Second: Sheila Vazquez, Westwood

Discussion: None

Vote: Motion to approve the DSC Minutes for the August 29th meeting carries unanimously by those members in attendance.

F. Admissions Report: Stephanie Albernaz, Director of Admissions/Financial Aid (Vote Required)

Admissions Policy

The Admissions Policy has to be updated to change the Directors' name in the document and to change language in the policy to match the language of the newly approved rubric. Ms. Albernaz reviewed the requested wording changes to ensure that BH's policy and the handbook wording matched to avoid confusion.

Motion to approve the wording changes to the Admission's policy: Sheila Vazquez, Westwood

Second: Taryn Mohan, Holbrook

Discussion: None

Vote: The motion to approve wording changes to the Admission's policy carries unanimously by those members in attendance.

G. Cooperative Education Report: Kim Polisenio

Summer School Report

Twelve Blue Hills students participated in the summer school program. The courses offered are on-line, however, there are teachers available to students for the scheduled hours of class to assist and to answer any questions the students may have had.

Like in years past, the program ran for 5 weeks and sessions were held on Tuesday, Wednesday, and Thursday each week. It should also be noted that the cost of this program has not changed in the last 5 years.

All twelve of the student participants passed their summer classes, six of whom were special services students on IEP's.

H. Superintendent's Report: Jill Rossetti, Superintendent

Staffing Report Update:

Ms. Rossetti briefly reviewed the positions filled since August's meeting and noted the ones that are either in the process of being filled and those that remain open.

Professional Teaching Status Recognition:

Ms. Rossetti introduced the two recipients of Professional Teaching Status. Kirstyn Tanous and Whitney Mietz have both completed 3 full years of teaching at Blue Hills Regional.

Chair Donation: Chairs and a small conference table were donated and placed in the Library. Blue Hills also received a receipt for the desks and chairs donated to Canton Public Schools.

Motion to approve the table and chair donation: Taryn Mohan, Holbrook

Second: Sheila Vazquez, Westwood

Discussion: None

Vote: Motion to approve donation carries unanimously by those members in attendance

Request for Decommission: Items from Metal Fab, Culinary, and a 3D printer – pictures of items are attached (Approval Required)

The Superintendent referred the Committee to the slides of the many items that are being decommissioned and the reason for each item, Reasons include the inability to get parts, broken items, and antiquated equipment being replaced with new/newer models.

Motion to decommission Metal Fab and other items as described: Taryn Mohan, Holbrook
Second: Karen Graves, Randolph

Discussion: None

Vote: Motion to decommission stated items carries unanimously by those members in attendance.

Continuing Education Update:

The Superintendent informed the Committee that the Continuing Education Program was suspended for this year to re-group and come back in a more fiscally healthy way. The program never totally recovered after it was shut down due to the renovation project and then COVID. Before the classes even started, the program was in the red for \$20,000. We plan to use this year to re-structure the program to better serve the community.

Hiring Substitute Teachers:

Hiring Substitute teachers for Blue Hills has been very difficult. The pay for these positions are not in line (considerably smaller) with surrounding towns. To increase our available substitute teacher pool, Ms. Rossetti is asking the Committee to approve pay increases to:

- 1) Daily Subs: \$125/day
- 2) Long Term Subs: (30 days or more) \$150/day

Motion to approve increase daily pay for Substitute Teachers: Sheila Vazquez, Westwood
Second: Taryn Mohan, Holbrook

Discussion: None

Vote: Motion to increase Substitute Teachers' pay carries Unanimously by those members in attendance

I. DSC Chair Report: Kevin Connolly, Norwood

- Materials for the joint conference will be distributed at the October meeting

J. DSC Sub-Committee Reports:

Policy Sub-Committee: Start up again for September 2023

Personnel and Negotiations Sub-Committee: Tom Polito, Dedham

Prep meeting to be scheduled

K. Administration Reports:

1. Principal's Report: Geoff Zini

- New Teacher and Staff Introductions

Mr. Zini introduced a few of the new teachers in attendance including Katherine Petrosky (Science), Thomas Silva (Spanish), Michael Dacko (Building Sub), and Andrew Swartz (Special Education).

- **Calendar of Activities and Athletic Schedule**
Mr. Zini spoke about the sports calendar and fall sports in general and then let everyone know where to find the schedules on the Blue Hills' website. He also told those in attendance that they could phone the school if they had any questions because these schedules are subject to change due to weather, etc. He also gave a brief rundown of upcoming events including Open House and Homecoming celebration plans.
- **Out-of-State Trip Approval: Johnson and Wales (Providence, RI) for up to 10 students to participate in Prostart Bootcamp on October 27, 2023 (Approval Required)**

After a short discussion describing the trip, who would participate, and how it would be beneficial to students; a motion was made to approve the trip.

Motion to approve out-of-state culinary trip: Taryn Mohan, Holbrook

Second: Sheila Vazquez, Westwood

Discussion: None

Vote: Motion to approve the culinary trip carried unanimously by those members in attendance.

- **Outdoor Club; Overnight Camping Trip at Ponkapoag on 9/29/23 (Approval Required)**
This trip was rescheduled once last year and then had to be cancelled. It was approved last year and the club is seeking permission to Schedule and take this overnight camping trip at the end of this month.

Motion to approve Overnight Camping Trip: Sheila Vazquez, Westwood

Second: Taryn Mohan, Holbrook

Discussion: None

Vote: Motion to approve overnight Camping trip carries unanimously by those members in attendance

2. **Business Manager Report:** Jill Brilhante

- **Q4 Report; includes End of Year budget transfers (Vote Required)**
Ms. Brilhante reviewed the report and notes that she sent to the Committee prior to this meeting for their review. She also discussed unexpended funds and revolving accounts. (See Reports)
A vote is required to approve budget transfers. (End of Year)

Motion to approve budget line transfers: Karen Graves, Randolph

Second: Taryn Mohan, Holbrook

Discussion: None

Vote: Motion to approve budget line transfers as noted carries unanimously

Ms. Brilhante also mentioned that free breakfast and lunch has been extended through this school year.

L. Unfinished Business: None

M. New Business Topics: None

N. Executive Session: Yes (7:40 PM)

After a short discussion, the DSC elected to go into Executive Session and to return to Open Session to simply adjourn. There will be no further business in General Session

Motion to move into Executive Session To hear complaints or charges brought against, an individual under Open Meeting Law, Chapter 30A, Section 21 (a)(b) of the Commonwealth of Massachusetts General Laws.

After a short discussion, the DSC elected to go into Executive Session and to return to Open Session to simply adjourn. There will be no further business in General Session.

O. Future Business:

The next DSC meeting is Tuesday, October 17, 2023

P. Adjournment: (Vote Required) at both 7:40 PM and 8:00 PM

Motion to Adjourn: Karen Graves, Randolph

Second: Sheila Vazquez, Westwood

Discussion: None

Vote: Motion to adjourn was carried unanimously by those in attendance

Minutes Approved by DSC on: October 17, 2023

Prepared By: Pamela Donnellan, Administrative Secretary to the Superintendent-Director and
Recording Secretary for the DSC