



BLUE HILLS

REGIONAL TECHNICAL SCHOOL

MINUTES OF THE DISTRICT SCHOOL COMMITTEE MEETING

BHR, Room W-218

JULY 8, 2025, 7:00 P.M.

MEMBERS:

Mark Driscoll	Canton (Chair)
Carl Walker	Avon
Thomas Polito	Dedham
Kevin Connolly	Norwood
Taryn Mohan	Holbrook
Marybeth Joyce	Milton
Sheila Vazquez	Westwood

ABSENT:

Eric Erskine	Braintree
--------------	-----------

ADMINISTRATION:

Jill Rossetti	Superintendent-Director
Elvio Ferreira	Business Manager
Patricia Leonhardt	Treasurer

ABSENT:

Geoff Zini	Principal
------------	-----------

FACULTY & STAFF:

STUDENT REPRESENTATIVE:

1. CALL TO ORDER

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 7:01 p.m.

Mark Driscoll led the attendees in the Pledge of Allegiance.

2. PUBLIC COMMENT

There was no public comment.

3. SUPERINTENDENT-DIRECTOR'S REPORT

3.1 STAFFING REPORT

Jill Rossetti, Superintendent-Director reported that the school is in the hiring season and outlined the new hires. Several positions are still available and candidates are being sought.

4. BUSINESS MANAGER REPORT

4.1 Q4 REPORT

Elvio Ferreira, Business Manager reported that the Q4 report is in progress and would be finalized for the August 2025 meeting.

It was noted that all expenses of the Committee members should be submitted by the end of June each year.

4.2 END-OF-THE-YEAR BUDGET TRANSFERS

Elvio Ferreira, Business Manager reported that the budget transfers will be requested at the August 2025 meeting.

4.3 LIBRARY SHELVING AND CIRCULATION DESK

On a motion duly made, it was resolved to approve the recommendation for library shelving and circulation desk be awarded to DEMCO in the amount of \$82,169. Motion carried.

Elvio Ferreira, Business Manager presented the quotes for the library shelving and circulation desk.

5. ADMINISTRATION REPORT

5.1 PRINCIPAL'S REPORT

There was no Principal's report

6. TREASURER'S REPORT AND WARRANT

On a motion duly made, it was resolved to approve the following Warrants:

- **Warrant 22 including Vouchers 1110-1114 for a total of \$960,478.18.**
- **Warrant 23 including Vouchers 1115-1120 for a total of \$1,185,099.10.**
- **Warrant 24 including Vouchers 1121-1124 for a total of \$1,613,584.85.**

Motion carried.

Warrants read by Marybeth Joyce.

Patricia Leonhardt presented the Treasurer's report, noting that reconciliations are currently being completed. The end-of-year reports are being prepared and the first has been completed.

It was agreed that clarification would be provided to the Committee regarding the accounts charged for items purchased throughout the previous year.

7. MINUTES APPROVAL

On a motion duly made, it was resolved that the approval minutes of the District School Committee meeting held on June 17, 2025, be postponed for corrections to the minutes. Motion carried.

The approval of the minutes of the District School Committee meeting held June 17, 2025, was tabled for the next meeting.

8. DSC CHAIR REPORT

8.1 MASS/MASC JOINT CONFERENCE, NOVEMBER 12-14, 2025

On a motion duly made, it was resolved to appoint Carl Walker as the DSC delegate for the MASS/MASC Joint Conference. Motion carried.

Mark Driscoll advised that a delegate must be chosen for the upcoming MASS/MASC Joint Conference. Carl Walker was nominated as the DSC delegate. It was noted that the rooms would be booked as soon as possible.

8.2 RECORDING SECRETARY DISCUSSION, CLERK

On a motion duly made, it was resolved to hire on a trial basis a minute-taking contractor to complete the meeting minutes for the District School Committee for one month. Motion carried.

Mark Driscoll opened a discussion on the duties of the recording secretary and how to proceed with the documentation requirements. It was noted that a contractor could be hired to complete the meeting minutes. The other duties of the recording secretary were discussed, including the scheduling of all meetings, posting of minutes, and room setup. The Committee agreed that the duties should be fully identified to determine what kind of stipend could be provided to a current school employee. A sub-committee will be charged with determining the job description.

8.3 SUPERINTENDENT-DIRECTOR'S CONTRACT, SICK LEAVE BUY BACK

On a motion duly made, it was resolved to approve the sick leave buyback amendment to the Superintendent-Director's contract as presented. Motion carried.

Mark Driscoll noted that the sick leave buyback was to be matched to the teacher's contract. The sick leave buyback will be contracted at \$30 per day to a maximum of \$5,500 upon separation.

8.4 MISCELLANEOUS

8.5 CODE OF ETHICS AND STANDARDS OF CONDUCT

Mark Driscoll provided a copy of the code of ethics and standards of conduct. It was suggested that the Committee members formally agree to adhere to the code of ethics and standards of conduct as posted on the school website. An agenda item will be added for the August 2025 meeting.

8.6 CHAIR

Mark Driscoll thanked Kevin Connolly for his service as Chair of the DSC meetings over the past two years.

9. NEXT MEETING

The date of the next District School Committee meeting is August 19, 2025.

10. EXECUTIVE SESSION

On a motion duly made, the District School Committee voted to go into executive session pursuant to M.G.L. Ch. 30A, Section 21 (a)(3) which permits a public body to go into executive session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the Chair declares. Motion carried unanimously.

The Committee entered an executive session at 7:38 p.m. Following the executive session, the meeting was adjourned.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Director

Director

Date

Date