



# GREATER LOWELL TECHNICAL HIGH SCHOOL

## SCHOOL COMMITTEE MEETING

April 11, 2024 – 6:30 P.M.

### CALL TO ORDER

Chairman Sheehan called the meeting to order at 6:34 p.m. and stated Committeeman LeMay would be participating at tonight's meeting remotely due to geographic location.

### ROLL CALL

Members

Present: Mr. Gitschier, Mr. Morin, Mr. Richardson, Mr. Hogan, Mr. Sheehan

Members Absent: Mr. Bahou (not present at roll call, arrived @ 6:36 p.m.), Mr. LeMay (not present at roll call, remote arrival @ 6:36 p.m.), Mr. Nocco

Also

Present: Jill Davis, Superintendent-Director  
Michael Knight, School Business Administrator  
Lisa Martinez, Director of Technology, Enrollment and Information  
David Bradley, District Treasurer  
Recording Secretary

### PUBLIC APPEARANCE

There was no public appearance.

### SCHOOL COMMITTEE COMMUNICATIONS

There were no School Committee communications

### REPORT OF STUDENT REPRESENTATIVE

Chairman Sheehan informed the members that the Student Representative was unable to be in attendance and the report has been provided to read at their leisure.

### APPROVAL OF MINUTES

MOTION: by Mr. Gitschier, seconded by Mr. Hogan to approve the minutes from the meeting of March 21, 2024.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Bahou, Mr. LeMay, Mr. Nocco)

## **REPORT OF DISTRICT TREASURER**

**MOTION:** by Mr. Gitschier, seconded by Mr. Richardson to waive the reading of the warrant.

**ROLL CALL VOTE:** 5 Yes, 3 Absent (Mr. Bahou, Mr. LeMay, Mr. Nocco)

**MOTION:** by Mr. Morin, seconded by Mr. Gitschier to approve expenditures for the sum of \$3,528,481.03 allocated as follows:

Warrant 2013A	dated 04/05/2024	Payroll # 949	1,223,118.74
Warrant 2129-2	dated 03/29/2024	Accounts Payable	541,312.79
Warrant 2130	dated 04/12/2024	Accounts Payable	990,457.01
Warrant 2130-2	dated 04/12/2024	Sales Use/Meals Tax	2,492.52
Warrant 2130-3	dated 04/12/2024	Mass Bay Health	768,571.14
Warrant 2129-8	dated 03/29/2024	Lowell Five Credit Card Fees	2,528.83

**ROLL CALL VOTE:** 5 Yes, 3 Absent (Mr. Bahou, Mr. LeMay, Mr. Nocco)

## **REPORT OF GENERAL COUNSEL**

There was no report of general counsel.

## **REPORT OF SUPERINTENDENT-DIRECTOR**

Superintendent Davis informed the committee that the first item on her agenda was to recognize student Joyce Philippe for her acceptance into West Point Prep Academy. Unfortunately, Joyce was unable to be present due to her commitment to a track and field event; therefore, Ms. Davis asked for the committee members approval to reschedule Joyce's visit to the May 16<sup>th</sup> meeting.

Superintendent Davis welcomed Educators Rising Club Advisor Lynn Desrochers, along with junior students Molly Cronin, Ella Keefe, and Yamila Estrada and asked them to join the meeting to speak regarding their experience. Each student spoke briefly highlighting what the club is about, its mission, their personal projects and experiences as members, and their goals after high school. These students, along with Nevaeh McGrath, placed 2<sup>nd</sup> in States in the Interactive Bulletin Board contest held on March 1, 2024 at UMASS Lowell which qualified them for Nationals, along with 1st place winners in the Children's Literature Competition - Sophomores Julie Oum and Amelia Prestia and our 1st place winner in the Teacher Created Materials Competition - Sophomore Emma Furtrell. Superintendent Davis add that the Nationals will take place in Washington DC from June 27<sup>th</sup> through July 1<sup>st</sup> and; therefore, requires the approval of the committee. The cost estimate was provided in the package and includes sending seven (7) students and two (2) chaperones.

**MOTION:** by Mr. Gitschier, seconded by Mr. Richardson to approve the out-of-state travel for two (2) chaperones and seven (7) students to attend the Educators Rising National Conference in Washington, DC.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

Superintendent Davis informed the committee that Cooperative Education report provided indicates 232 senior students, which is 42% of the class of 2024 and 60 junior students, which is 11% of the class of 2025. Ms. Davis added that, after speaking with the Director of Cooperative Education, Ms. Bezanson is anticipating that number to increase to 330 students by the end of the month.

Superintendent Davis asked for the Committee's approval to accept a donation totaling \$4,500.27 from the Greater Lowell Community Foundation grant made possible through the recommendation of donor-advised funds. Of the \$4,500.27 donated, \$1,270.27 was donated from the Merrimack Valley Rotary Club for the Lawrence L. Day Memorial Scholarship Fund for tools scholarship and \$3,230 was donated from Mark & Elisia Saab for the GLTHS Student Activities Fund to provide annual support for student activities.

**MOTION:** by Mr. Hogan, seconded by Mr. Richardson to accept the donation from the Greater Lowell Community Foundation Grant on behalf of the Merrimack Valley Rotary Club and Mark & Elisia Saab.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

Superintendent Davis asked for the Committee's approval to accept a donation \$2,638.88 from staff at Lowell General Hospital. Funds will be used to assist students in Health and Medical Assistant programs that are in need of financial assistance to purchase uniforms, supplies and their testing fees for their CNA and CMA certifications.

**MOTION:** by Mr. Gitschier, seconded by Mr. Hogan to accept the donation from the Greater Lowell Community Foundation Grant on behalf of the Merrimack Valley Rotary Club and Mark & Elisia Saab.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

Superintendent Davis informed the Committee that she was seeking their approval of the 2024-2025 School Committee Meeting Schedule. She noted that a copy of the proposed meeting schedule was included in the package for review and asked if there were any questions or concerns with the dates provided. Committeeman Bahou made a request to change the proposed date of August 22, 2024 to August 29, 2024. After discussion by the committee, the members were in agreement to the change in the August date. With no additional questions or requests made, Superintendent Davis asked for their approval.

**MOTION:** by Mr. Bahou, seconded by Mr. Gitschier to approve the 2024-2025 School Committee Meeting schedule to include the change of the August meeting to the 29<sup>th</sup>.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

For the last item on the Superintendent's report, Superintendent Davis invited Lisa Martinez, the Director of Technology, Enrollment and Information to speak to the committee members regarding School Choice. Mrs. Martinez informed the members that every year, a decision has to be made as to

whether to participate in School Choice for the following school year. Superintendent Davis added that she was looking for the Committee's approval as to whether they would like to continue to participate in School Choice. When asked how many students we currently have enrolled in school choice, Mrs. Martinez responded that we currently do not have any students in the school choice program. She added this was due to them being placed at the end of the waiting list, as we accept our in-district applicants first. Over the last several years, our waiting list has been extensive due to the number of students in our district that have applied. However, we keep it open in the event we are able to offer them availability in the future.

**MOTION:** by Mr. Gitschier, seconded by Mr. Richardson to approve the participation in School Choice for the 2024-2025 school year.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

### **REPORT OF BUSINESS MANAGER**

Mr. Knight informed the committee that he was looking for their approval to amend the FY 24 budget before providing them with an overview. Mr. Knight added that due to a couple of different reasons, he broke the changes down independently and provided a more in-depth explanation of each of the following changes.

- Increase the budget by the deficiency of Net School Spending from FY23 to ensure we catch up on spending. Increase Other Financing Uses 00012163-11116 by \$916,117;
- Decrease Other Financing Sources line 00010002-4800 by \$1,366,648.75;
- Decrease Other Financing Uses line 00012163-11116 by \$1,366,648.75;
- Increase Substitutes line 0001158-23253 by \$200,000; and
- Increase E&D line 00010002-4860 by \$200,000.

Committeeman Bahou asked Mr. Knight for the total amount of the increase. Mr. Knight responded that it was approximately a \$60,000 increase to the original FY24 budget, with E&D closer to 2% with an expectation to be closer to 4% after this year's close out.

**MOTION:** by Mr. Hogan, seconded by Mr. Gitschier to amend the FY24 budget as presented and changing the budget total to \$59,253,494.25.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

### **OLD BUSINESS**

#### **Outstanding Items from Previous Meetings**

1. Superintendent's Wall (O'Hare)
2. Building Security (Sheehan)

## **NEW BUSINESS**

There was no new business.

## **COMMITTEEPERSON MOTION**

There were no committeeperson motions.

## **REPORT OF SUB-COMMITTEES**

There was no report of sub-committees.

## **EXECUTIVE SESSION**

Chairman Sheehan requested a motion to enter into executive session pursuant to M.G.L. c. 30A, Section 21(a)(2) – to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – nonunion personnel, District Treasurer, Senior Assistant Principal, Assistant Principal, School Business Administrator, School Committee Recording Secretary.

**MOTION:** by Mr. Gitschier, seconded by Mr. Richardson to enter into executive session.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

Chairman Sheehan announced there may be a potential vote on ratification discussed during executive session; therefore, the committee would be returning to open session.

The meeting ended to go into Executive Session at 6:55 p.m. with a roll call vote of 7 present (1 absent, Mr. Nocco).

The meeting reconvened at 7:11 p.m. with a roll call vote of 7 present (1 absent, Mr. Nocco).

**MOTION:** by Mr. Bahou, seconded by Mr. Richardson to approve the following:

- 4% salary increase for 2024-2025 for the non-contractual employees.
- 4% salary increase for 2024-2025 for the Senior Assistant Principal.
- 4% salary increase for 2024-2025 for the Assistant Principal.
- 4% salary increase for 2024-2025 for the School Business Administrator.
- 4% salary increase for 2024-2025 for the School Committee Recording Secretary.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

**MOTION:** by Mr. Bahou, seconded by Mr. Hogan to renew the one-year District Treasurer's contract to include a 4% cost of living increase.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

**MOTION:** by Mr. Gitschier, seconded by Mr. Richardson to approve a 4% salary increase for 2024-2025 for the Assistant Superintendent/Principal and Superintendent-Director.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

**ADJOURN**

**MOTION:** by Mr. Bahou, seconded by Mr. Gitschier to adjourn the meeting at 7:12 p.m.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. Nocco)

Respectfully submitted,



Colette Edmonds  
Recording Secretary

**Meeting Documents:**

Meeting Notice

Agenda

Minutes for Approval: March 21, 2024

Copy of Out-of-State Travel

March 2024 Cooperation Education Report

Copy of Donation Letters

Copy of proposed FY25 School Committee Meeting Dates

Copy of Mr. Knight's memo regarding the FY24 Budget Amendment

Year-to-Date Budget Report