



GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

April 13, 2023 – 6:30 P.M.

CALL TO ORDER

Chairman Gitschier called the meeting to order at 6:39 p.m. and announced that the meeting was being recorded.

Chairman Gitschier stated Committeeman LeMay would be participating at tonight's meeting remotely due to geographic location.

ROLL CALL

Members Present: Mr. LeMay, Mr. Bahou, Mr. Morin, Mr. Richardson, Mr. Gitschier

Members Absent: Mr. Nocco, Mr. Sheehan, Mr. Hogan

Also

Present: Jill Davis, Superintendent-Director
Michael Knight, School Business Administrator
David Bradley, Treasurer
Recording Secretary

PUBLIC APPEARANCE

There was no public appearance.

SCHOOL COMMITTEE COMMUNICATIONS

There were no School Committee communications.

REPORT OF STUDENT REPRESENTATIVE

Chairman Gitschier informed the members that the student representative was not available at tonight's meeting due to an athletic commitment. He noted members were given a copy of the club/athletics highlights to review.

APPROVAL OF MINUTES

MOTION: by Mr. Bahou, seconded by Mr. Richardson to approve the minutes from the meeting of March 16, 2023.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

REPORT OF DISTRICT TREASURER

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

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

MOTION: by Mr. Morin, seconded by Mr. Richardson to approve expenditures for the sum of \$4,350,049.09 allocated as follows:

Warrant 2117-B	dated 03/24/2023	Payroll # 895	1,274,650.01
Warrant 2118-A	dated 04/07/2023	Payroll # 897	1,156,847.94
Warrant 2117-2	dated 03/31/2023	Accounts Payable	450,127.79
Warrant 2118	dated 04/14/2023	Accounts Payable	675,838.60
Warrant 2118-2	dated 04/14/2023	Mass Bay Health	790,286.51
Warrant 2118-3	dated 04/14/2023	Sales Use/Meals Tax	2,298.24

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

REPORT OF GENERAL COUNSEL

There was no report of general counsel.

REPORT OF SUPERINTENDENT-DIRECTOR

Superintendent Davis began by informing the committee that Greater Lowell Tech has been awarded an \$18,000 grant to support CNC/Manufacturing programs from the Gene Haas Foundation, of which \$2,500 of these funds could be used toward sponsorship of a competition highlighting these areas, such as SkillsUSA.

Superintendent Davis informed the committee that Greater Lowell Tech has been selected as a recipient of the 2023 GroMoreGood Grassroots Grant in the amount of \$500. Greater Lowell was selected because of the outstanding work the TOPS students are doing with gardening in and outside our school community.

Superintendent Davis informed the committee that Greater Lowell has once again been selected to participate in the competitive Municipal Cybersecurity Awareness Grant Program. With the growing threat of cybersecurity, the program is geared toward providing proper training and threat simulation to our participating employees.

Superintendent Davis informed the committee that the number of senior students participating in cooperative education employment opportunities reported as of March 31st indicates 182 senior students and 51 junior students. Ms. Davis added that the numbers increased to 190 seniors and 70 juniors as of the night of the meeting.

Superintendent Davis informed the Committee that she was seeking their approval of the 2023-2024 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 24, 2023 to August 31, 2023. After discussion by the committee, the members were in agreement to the change in the August date. With no addition questions or requests asked, Superintendent Davis asked for their approval.

MOTION: by Mr. Bahou, seconded by Mr. Richardson to approve the 2023-2024 School Committee Meeting dates.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

Superintendent Davis informed the Committee that she was seeking their approval on two (2) separate out-of-state travel requests. The first is for Dean of Students Ron Vercellone to attend the Managing Adventure Programming Training at the High 5 Adventure Learning Center in Brattleboro, VT. This training is for Ron to recertify as Challenge Course Manager. As Challenge Course Manager, he is able to provide training to staff who hold Level I certification, develop curriculum to train students to assist on the course by setting up elements and belaying for participants, developing programming for faculty and outside groups, such as the Lowell Youth Leadership program and to develop specialized programming for student groups focused on building leadership and community. The approximate total of \$1,400 includes the cost of the training, exam, hotel expenses, meals and travel reimbursement.

MOTION: by Mr. Bahou, seconded by Mr. Richardson to approve the out-of-state travel for Dean of Students Ron Vercellone to attend the training in Brattleboro, VT.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

Superintendent Davis continued with the second out-of-state travel request, noting it was for two (2) students and two (2) advisors to attend the Educators Rising National Conference in Orlando, FL from June 28, 2023 through July 2, 2023. These students (both freshman) earned Gold medals in the literature competition at the State Conference held at UMass Lowell and have now advanced to participate at the National Conference. Educators Rising is a club that we began here to give students the opportunity to learn more about becoming an educator with intra-curricular learning opportunities integrated into existing education and training. The approximate total of \$6900 includes the cost of registration, airfare, hotel and meal expenses.

MOTION: by Mr. Morin, seconded by Mr. Richardson to approve the out-of-state travel for two (2) students and two (2) advisors to attend the Educators Rising National Conference in Orlando, FL.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

For the last item on the Superintendent's report, Superintendent Davis asked for the committee's approval to support the decision to participate in School Choice for the 2023-2024 school year as outlined in our current Admissions Policy. She reported that each school district is annually responsible for submitting a decision on whether or not they will accept school choice. She noted that School Choice is subject to the availability of openings and district residents would be given priority of available openings.

MOTION: by Mr. Bahou, seconded by Mr. Morin to approve the participation in School Choice for the 2023-2024 school year.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

REPORT OF BUSINESS MANAGER

Mr. Knight informed the committee members that the Health Assisting Department was requesting to declare surplus and dispose of a 10-year-old simulation manikin. This manikin is no longer functional and has been replaced by newer models purchased.

MOTION: by Mr. Richardson, seconded by Mr. Bahou to authorize declaring the Simulation Manikin surplus to be disposed.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

Mr. Knight provided the committee with an explanation of the transfer requests within the various departments and, after clarifying questions discussed, asked for approval totaling in the amount of \$977,153.32.

MOTION: by Mr. Morin, seconded by Mr. Richardson to approve the budget line item transfers.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

Mr. Knight continued with the third item on his agenda which was regarding amendments to the FY23 budget. Mr. Knight noted he broke the information down into a couple different ways because two different purposes for the amendment. The first amendment was the recognition of revenue from our state transportation reimbursement to be used for the purchase of two new multi-function activity buses. The recognition of the revenue needs to occur in order to purchase the items because buses are not considered net school spending eligible. Mr. Knight continued with the the second budget amendment which is a result of falling short of net school spending last year (\$1,433,052). He informed the committee that the Department of Elementary and Secondary Education requested this amount be added to this year's budget so we don't lose track of the amount we need to catch up. Mr. Knight noted he will then reallocate the funds through the budget for equipment that we purchase as things come up and any other eligible expenses.

MOTION: by Mr. Richardson, seconded by Mr. Bahou to approve the FY23 Budget Amendment.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

Mr. Knight continued with the final item on his agenda which was to provide an update on the track and field capital project. He provided the members with a chart of the projected project costs which included a total breakdown of the budget needed to get the track and field project completed now, noting an original 4-million-dollar budget estimated. The funding sources included a bond bill, a special earmark bond, as well as available Greater Lowell funding taken from our adult education programs. The track & field cost estimate was approximately 3.3 million dollars, leaving room for contingencies and the construction of the bathroom/snack shack building. However, the estimate for the bathroom/snack shack was approximately 1.2 million, much higher than anticipated. Mr. Knight contacted the cost estimator to obtain clarification on the estimate. After speaking with the estimator, Mr. Knight explored whether having our own students and staff construct the building was an acceptable school project. Confirmation was obtained through speaking with the towns and noted this type of project was also completed by another technical school in the area as well. By having the students and staff construct this project, as well as any assistance received within the community, it would reduce overall cost.

Mr. Knight noted that due to the timing of the funding, as the 1.5 million Bond Bill has not been signed as of yet, options available to get the project completed needed to be discussed. Looking at what current funding is available, separating the project based on this funding (holding off on the spray of the track) and going in to FY25 budget funds to complete the project was an option. Mr. Knight noted; however, that if the project wasn't to move forward now, the special earmark grant which provides one million of the funding, would expire with the budget year. Therefore, as of June 30th, if we don't have this committed to spend, it goes away and will not be available.

Committeeman Bahou asked Mr. Knight if this was information only or if a motion was needed to move forward. Mr. Knight replied that this was information only because the piece that would need to be committed to right now (projected use of E&D funding out FY25) cannot be voted on ahead of having it. Therefore, Mr. Knight informed the members that in order to move forward, they would need to commit to using our own funding (\$600,000) out of E&D next year. After further discussion, the members were hopeful that the Bond Bill would be secured and agreed to have Mr. Knight continue to move forward with the project.

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 Gitschier 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, Assistant Principals, School Business Administrator, School Committee Recording Secretary.

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

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

The meeting ended to go into Executive Session at 7:28 p.m. with a roll call vote of 5 present, 3 Absent (Mr. Notto, Mr. Sheehan, Mr. Hogan.)

The meeting reconvened at 8:15 p.m. with a roll call vote of 5 present, 3 Absent (Mr. Notto, Mr. Sheehan, Mr. Hogan.)

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

- 2.5% salary increase for 2023-2024 for the non-contractual employees.
- 2.5% salary increase for 2023-2024 for the District Treasurer.
- 2.5% salary increase for 2023-2024 for the Assistant Principal (Santiago).
- 2.5% salary increase for 2023-2024 for the School Business Administrator.
- 2.5% salary increase for 2023-2024 for the School Committee Recording Secretary.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

MOTION: by Mr. Morin, seconded by Mr. Richardson to approve the 3-year contract for the Assistant Principal (Beauchamp) as proposed for July 1, 2023 – June 30, 2026.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

ADJOURN

MOTION: by Mr. Bahou, seconded by Mr. Richardson to adjourn the meeting at 8:16 p.m.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Nocco, Mr. Sheehan, Mr. Hogan)

Respectfully submitted,

Colette Edmonds

Colette Edmonds
Recording Secretary

Meeting Documents:

Meeting Notice

Agenda

Minutes for Approval: March 16, 2023

Copy of Gene Haas Foundation Grant Award

Copy of GroMoreGood Grassroots Grant Award

Copy of Cybersecurity Awareness Grant Program Notification Letter

March 2023 Cooperation Education Report

Copy of Proposed F24 School Committee Dates

Copy of out-of-state documentation

Memo from Mr. Knight regarding Surplus Equipment

Budget Transfer Request

Memo from Mr. Knight regarding FY23 Budget Amendment

Year-to-Date Budget Report