



GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

December 15, 2022 – 6:30 P.M.

CALL TO ORDER

Chairman Bahou called the meeting to order at 6:31 p.m. and announced that the meeting was being recorded.

ROLL CALL

Members

Present: Mr. Giggey, Mr. Tatseos, Mr. Morin, Mr. LeMay, Mr. Sheehan, Mr. Gitschier, Mr. Bahou

Members Absent: Mr. O'Hare

Also

Present: Jill Davis, Superintendent-Director
Michael Barton, Assistant Superintendent/Principal
Michael Knight, School Business Administrator
David Bradley, Treasurer
Lisa Martinez, Director of Technology, Enrollment & Information
Recording Secretary

PUBLIC APPEARANCE

There was no public appearance.

SCHOOL COMMITTEE COMMUNICATIONS

There were no School Committee communications.

REPORT OF STUDENT REPRESENTATIVE

Chairman Bahou informed the members that the student representative was not available at tonight's meeting; however, Cheerleading Captain Maddy Bradley was present at tonight's meeting and would be reading the report on the representative's behalf.

APPROVAL OF MINUTES

MOTION: by Mr. Tatseos, seconded by Mr. Gitschier to approve the minutes from the meeting of November 17, 2022.

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O'Hare)

REPORT OF DISTRICT TREASURER

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

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O’Hare)

MOTION: by Mr. Morin, seconded by Mr. Tatseos to approve expenditures for the sum of \$4,711,649.82 allocated as follows:

Warrant 2114A	dated 11/04/2022	Payroll # 879	1,173,510.53
Warrant 2114B	dated 11/18/2022	Payroll # 881	1,336,674.16
Warrant 2113-1	dated 10/28/2022	Accounts Payable	431,310.42
Warrant 2114	dated 10/28/2022	Accounts Payable	954,550.68
Warrant 2113-2	dated 11/10/2022	Sales Use/Meals Tax	2,137.46
Warrant 2114-4	dated 11/10/2022	Lowell Five Credit Card	2,783.41
Warrant 2113-7	dated 10/28/2022	Lowell Five Debit Card	99.99
Warrant 2114-2	dated 11/10/2022	Lowell Five Debit Card	1,664.18
Warrant 2114-3	dated 10/28/2022	Mass Bay Health	808,918.99

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O’Hare)

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 was awarded two separate Career and Technical Education Grant awards. The first was a CTE Partnership Planning Grant in the amount of \$15,000 which will be used to add Metal Fabrication & Joining (welding) to the After Dark Program next year, as well as for partnering with the Town of Dracut. The second was the CTE Partnership Implementation Grant in the amount of \$97,900 to supplement the After Dark Program for Informational Technology, Automotive Technology, and HVAC-R.

Superintendent Davis informed the committee that the number of senior students participating in cooperative education employment opportunities reported as of November 30th increased from 168 senior students to 174 senior students as of the night of the meeting representing 33% of the class of 2023.

Superintendent Davis asked Assistant Superintendent/ Principal - Mr. Barton, Assistant Cheerleading Coach – Mya Medina, and the three Cheerleading Captains present to provide information regarding the out-of-state travel request and answer any questions before asking for approval. Asst. Superintendent/Principal Barton introduced the representatives of the Cheerleading Team and informed the committee that the team qualified for the NCA Nationals in Dallas, Texas from January 20th to 23rd. The Cheerleading captains spoke briefly about their competing season and their accomplishments before asking for school committee approval and support. School committee

members offered their congratulations in getting to his level and wishes them luck before moving into a motion.

MOTION: by Mr. Gitschier, seconded by Mr. Tatseos to approve the out-of-state travel request for the fourteen (14) Cheerleading team members and four (4) chaperones to attend the NCA Nationals in Dallas, TX.

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O'Hare)

Superintendent Davis informed the committee that she would be seeking their approval of the revised Admissions Policy, as well as the After Dark Program Admission Policy. She asked Ms. Lisa Martinez, the Director of Technology, Enrollment and Information to present the changes and answer any questions.

Ms. Martinez noted that each year the admissions policy requires approval. Ms. Martinez was asked if there were any changes to the existing policy. She noted there some minimal language changes and reviewed them with the members. Upon completion, and with no further questions from the committee, Ms. Martinez asked for their approval.

MOTION: by Mr. Gitschier, seconded by Mr. Sheehan to approve the Admissions Policy.

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O'Hare)

Ms. Martinez continued with the After Dark Program Admission Policy, noting that we are required to have an admissions policy in place. This new policy mirrors the school's Admission Policy with additional information added to pertain to the After Dark Program specifically. Ms. Martinez noted that this policy will only be necessary if the number of applicants to the program exceeded the number of seats we had available creating a waitlist. When asked about current capacity, Superintendent Davis informed the members that we were not at capacity (50 seats) and currently have 35 students enrolled. Upon completion of review and questions pertaining to the After Dark Program from the committee, Ms. Martinez asked for their approval.

MOTION: by Mr. Sheehan, seconded by Mr. Giggey to approve the After Dark Program Admission Policy.

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O'Hare)

For the last item on the Superintendent's report, Superintendent Davis asked the Assistant Superintendent/Principal - Mr. Barton to present the proposed revisions surrounding student discipline to the 2022-2023 Student Handbook and noted it will require member approval. Asst. Superintendent/Principal Barton informed the committee that the proposed changes pertain to a recent act of legislation from the Massachusetts Legislature. Within that act were significant changes to school discipline in reference to suspension. Mr. Barton noted that the student discipline changes apply to incidents that only fall under section 37H3/4 and do not apply to incidents that would fall under 37H or 37H1/2. The legislature is asking principals and/or their designees, prior to suspension,

to employ one or more alternative remedies which include (but not limited to) mediation, restorative justice, collaborative problem solving and conflict resolution. In addition to employing the remedies, schools are also being asked to document them to determine whether or not they are working. If these remedies do not work, a suspension can then be imposed. Committeeman LeMay asked if community service could be looked at. Mr. Barton replied that this was definitely one type of restorative justice that could be and has been used. Questions surrounding uniformity and equitable were asked and discussed amongst the members, with Mr. Barton explaining that keeping variations or degree of offense in mind, the principals are trying to be equitable and process oriented as much as possible. Chairman Bahou and Committeeman Sheehan noted their displeasure regarding the recent act put in place by the Legislature. Chairman Bahou asked whether the schools had any vote on these changes. Superintendent Davis noted that schools did not have a vote and that this law was approved by the State, adding changes to the Student Handbook to reflect the changes were what the School Committee was voting on. Upon completion of further discussion, Chairman Bahou asked if there was a motion to approve the handbook.

MOTION: by Mr. Sheehan, seconded by Mr. Gitschier to approve the revisions to the 2022-2023 Student Handbook

ROLL CALL VOTE: 6 Yes, 1 No (Mr. Bahou), 1 Absent (Mr. O’Hare)

Before moving on to the next item on the agenda, Superintendent Davis and the committee took a moment to thank the three (3) retiring School Committee Members individually for their years of service and support, acknowledging their many contributions to the school and students throughout their terms.

REPORT OF BUSINESS MANAGER

Mr. Knight informed the committee that as of November 1, 2022, state legislation was passed to amend the purchasing thresholds requiring bids and quotes statewide and was seeking their approval to amend our policy in order to meet the approved levels. Under the new law, purchases between \$10,000 and \$100,000 require the solicitation of three (3) quotes for products and services. In addition, all purchases and contracts for construction or maintenance exceeding \$100,000 require formal sealed bid process.

MOTION: by Mr. Gitschier, seconded by Mr. Tatseos to authorize the amended policy DJE as presented.

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O’Hare)

Mr. Knight informed the committee that he was looking for their approval to open a Mastercard Community Card for district use. He noted businesses have moved to either online operations or aren’t offering individual lines of credit. Therefore, a secure form of payment is needed to allow the school to purchase supplies/services. Mr. Knight added that the school currently uses a debit card; however, that card is not protected in the event of fraud or support in purchasing issues should they

arise. The proposed credit card carried no annual fee or rewards program, making it very similar but more secure and offers little liability.

MOTION: by Mr. Sheehan, seconded by Mr. LeMay to authorize the Business Office to open a Mastercard Community Card to be held in the Business Office for district use.

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O'Hare)

OLD BUSINESS

Chairman Bahou noted there were two remaining items under 'Old Business'. He asked Mr. Giggey if the Building Security item listed was complete and able to be removed. Mr. Sheehan asked that it remain under 'Old Business' and could be listed under his name in place of Mr. Giggey. Mr. Giggey approved.

Outstanding Items from Previous Meetings

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

NEW BUSINESS

Superintendent Davis informed the committee that appointments of the nine (9) Facilities Naming Committee members are to be made. She added that the Superintendent-Director was responsible to appoint six (6) of the members and the School Committeeman Chairman was responsible to appoint three (3) of the members. Ms. Davis asked Chairman Bahou if he would like to proceed with appointing the Facilities Naming Committee Chairperson and the two (2) School Committee members.

The following appointments were made by the Superintendent and Chairman Bahou to the Facilities Naming Committee:

- Committeeman Sheehan was appointed to a 3-year term to fill the Naming Committee Chairperson seat.
- Committeeman LeMay was appointed to a 2-year term to fill the School Committee member seat.
- Committeeman Gitschier was appointed to a 1-year term to fill the School Committee member seat.
- Mrs. Jennie Flood was appointed to fill a 3-year term to fill the parent member seat.
- Mr. Thomas Sperounis was appointed to fill a 3-year term to fill the alumnus member seat.
- Mr. Timothy Fallon was appointed to fill a 2-year term to fill the Retired Administrator seat.
- Mr. Eric Burgess was appointed to fill a 2-year term to fill the Retired Teacher seat.
- Mr. Michael Knight was appointed to fill a 1-year term to fill the Current Administrator seat.
- Mr. Kimberly Febres was appointed to fill a 1-year term to fill the Current Teacher seat.

COMMITTEEPERSON MOTION

There were no committeeperson motions.

REPORT OF SUB-COMMITTEES

There was no report of sub-committees.

ADJOURN

MOTION: by Mr. Tatseos, seconded by Mr. Giggey to adjourn the meeting at 7:42 p.m.

ROLL CALL VOTE: 7 Yes, 1 Absent (Mr. O'Hare)

Respectfully submitted,



Colette Edmonds
Recording Secretary

Meeting Documents:

Meeting Notice

Agenda

Minutes for Approval: November 17, 2022

Copy of Career & Technical Education Grant Award Letter

November 2022 Cooperation Education Report

Copy of Out-of-State Travel Cost Projections

Copy of Revised Admission Policy and After Dark Program Admission Policy

Memo from Mr. Knight regarding Purchasing Policy Update

Memo from Mr. Knight regarding Credit Card Account

Year-to-Date Budget Report