



GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

September 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.

Chairman Bahou stated in accordance with 940 CMR 29.10 (remote participation) adopted by the Greater Lowell Technical School Committee April 17, 2014, Committeeman O'Hare will be participating at tonight's meeting remotely.

ROLL CALL

Members

Present: Mr. Sheehan, Mr. Gitschier, Mr. Giggey, Mr. Tatseos, Mr. Morin, Mr. O'Hare, Mr. Bahou

Members Absent: Mr. LeMay (not present at the time of roll call, arrived @ 7:40 p.m.)

Also

Present: Jill Davis, Superintendent-Director
Michael Barton, Assistant Superintendent/Principal
Michael Knight, School Business Administrator
Tracy Encarnacao, Director of School Counseling
Christine Messina, Director of Practical Nursing
Jennifer Machado, Practical Nursing Admissions Director
Recording Secretary

PUBLIC APPEARANCE

There was no public appearance.

SCHOOL COMMITTEE COMMUNICATIONS

Chairman Bahou introduced the 2022-2023 Student Representative Nellie Chan and welcomed her for the 2022-2023 school year.

REPORT OF STUDENT REPRESENTATIVE

Student Representative Nellie Chan provided an update of recently held clubs and sporting events.

At the conclusion of the report, Nellie voiced her concern on information obtained from friends in the Health program. She referenced that, to her belief, there is no Theory class and the seniors in the program at are CPR trained, but are not certified and feels that should be brought to their attention. Chairman Bahou thanked her for voicing her concern and the Superintendent would follow-up.

APPROVAL OF MINUTES

MOTION: by Mr. Morin, seconded by Mr. Sheehan to approve the minutes from the meeting of August 25, 2022.

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

REPORT OF DISTRICT TREASURER

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

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

MOTION: by Mr. Morin, seconded by Mr. Gitschier to approve expenditures for the sum of \$3,483,682.49 allocated as follows:

| | | | |
|----------------|------------------|------------------------------|--------------|
| Warrant 2111A | dated 09/09/2022 | Payroll # 865 | 1,102,665.22 |
| Warrant 2111M | dated 09/09/2022 | Payroll # 867 | 4,271.29 |
| Warrant 2111 | dated 09/02/2022 | Accounts Payable | 727,111.75 |
| Warrant 2111-1 | dated 09/16/2022 | Accounts Payable | 875,732.21 |
| Warrant 2111-5 | dated 09/02/2022 | Lowell Five Debit Card | 1,557.89 |
| Warrant 2111-6 | dated 09/16/2022 | Lowell Five Debit Card | 627.67 |
| Warrant 2111-4 | dated 09/02/2022 | Mass Bay Health | 765,598.88 |
| Warrant 2111-3 | dated 09/02/2022 | Lowell Five Credit Card Fees | 4,182.34 |
| Warrant 2111-8 | dated 09/16/2022 | Lowell Five Credit Card Fees | 1,876.27 |
| Warrant 2111-7 | dated 09/16/2022 | Sales Use/Meals Tax | 8.97 |
| Warrant 2111-9 | dated 09/16/2022 | Swipe It | 50.00 |

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

REPORT OF GENERAL COUNSEL

There was no report of general counsel.

REPORT OF SUPERINTENDENT-DIRECTOR

Superintendent Davis began by asking Student Activities Coordinator – Sharon Cornellier to introduce and formally recognize the SkillsUSA National Competitors to the committee.

Mrs. Cornellier began by thanking the committee and the administration for their support, adding this past June, Greater Lowell was able to send eleven (11) students and five (5) instructors to Atlanta, GA for the SkillsUSA National Leadership and Skills Conference. She noted Greater Lowell claimed two

national medals and two national awards, as well as five students who received SkillPoint Certificates. Mrs. Cornellier continued by introducing the Gold Medalist in Employment Application Process/Portfolio – Jasmine Sanchez, Silver Medalist in Facilities Management – Ryan Hughes, and finishing 8th in the nation in Robotics Urban Search and Rescue – Riley McCafferty (and Nichollas Morais who was unable to attend.) In addition, Mrs. Cornellier noted Greater Lowell was selected as a National Model of Excellent and Gold-level Chapter of Distinction for the 7th consecutive year and finished by introducing senior student Elizabeth Hughes, currently a senior serving on the SkillsUSA State Executive Council as MA State Vice President and Student Representative to the state Board of Directors.

Superintendent Davis provided a brief update on the General Health and Safety Practices and Protocols. She informed the committee members that Greater Lowell would be holding a COVID-19 and Flu Vaccination Clinic on September 20th from 4:00 p.m. – 7:00 p.m. in the cafeteria and the registration information has been sent to all families.

Superintendent Davis asked the Director of School Counseling – Ms. Tracy Encarnacao to provide the committee members an overview of the Medication Administration Policies and answer any questions before asking for approval. The Director of School Counseling provided the committee with a brief overview, highlighting the area that includes the administration of medications which may be delegated to unlicensed personnel in a school system. Participating staff would be listed on the medication administration plan and receive training in the administration of emergency medication to a specific child.

MOTION: by Mr. Sheehan, seconded by Mr. Giggey to approve the Medication Administration Policies.

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

Superintendent Davis asked the Director of Practical Nursing – Christine Messina and Admissions Director – Jennifer Machado to provide the committee members with an overview of the Practical Nurse Program Student Handbook and answer any questions. The Director of Practical Nursing provided the members with a brief overview, noting some of the information taken directly from the Student Handbook and highlighting additional areas, such as the admissions policy, program policies, and educational policies. With no questions asked, Ms. Messina asked for their approval.

MOTION: by Mr. Morin, seconded by Mr. Gitschier to approve the 2022-2023 Practical Nurse Program Student Handbook.

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

For the last item on the Superintendent's report, Superintendent Davis asked the Assistant Superintendent/Principal - Mr. Barton to provide information regarding the out-of-state travel request and answer any questions before asking for approval. Asst. Superintendent/Principal Barton informed the committee that he was looking for approval to send Mathematics instructor Robin Tylim to the Financial Literacy & Economics Education Conference in Chantilly, VA on September 30th and October

1st. Mr. Barton noted the focus of the conference is on careers in STEM, networking and ties to personal finance and will address the content required for students to learn personal finance and how to network.

MOTION: by Mr. Sheehan, seconded by Mr. Tatseos to approve the out-of-state travel request for Mathematics instructor Robin Tylim.

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

REPORT OF BUSINESS MANAGER

There was no report of general counsel.

OLD BUSINESS

Outstanding Items from Previous Meetings

1. Athletic Hall of Fame (O'Hare)
2. Superintendent's Wall (O'Hare)
3. Building Security (Giggey)

NEW BUSINESS

COMMITTEEPERSON MOTION

There were no committeeperson motions.

REPORT OF SUB-COMMITTEES

There was no report of sub-committees.

EXECUTIVE SESSION

Chairman Bahou requested a motion to enter into executive session pursuant to M.G.L. c. 30A, Section 21(a)(4) – to discuss the deployment of security personnel or devices, or strategies with respect thereto.

MOTION: by Mr. Giggey, seconded by Mr. Morin to enter into executive session.

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

Chairman Bahou 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 – Superintendent-Director.

MOTION: by Mr. Giggey, seconded by Mr. Sheehan to enter into executive session.

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

Chairman Bahou noted there would 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 7:00 p.m. with a roll call vote of 7 present (1 Absent – Mr. LeMay).

The meeting reconvened at 7:50 p.m. with a roll call vote of 7 present, 1 absent (Mr. O’Hare).

MOTION: by Mr. Gitschier, seconded by Mr. Sheehan to approve a 3-year contract extension of the Superintendent-Director for the period beginning July 1, 2023 through June 30, 2026 as proposed.

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

ADJOURN

MOTION: by Mr. Sheehan, seconded by Mr. Morin to adjourn the meeting at 7:51 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: August 25, 2022
- Copy of Proposed Medication Administration Policy
- Copy of Proposed 2022-2023 Practical Nurse Program Student Handbook
- Copy of Out-of-State Travel Documentation
- Year-to-Date Budget Report