



GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

August 25, 2022 – 6:30 P.M.

CALL TO ORDER

Chairman Bahou called the meeting to order at 6:32 p.m. and announced that the meeting was being recorded.

ROLL CALL

Members

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

Members Absent: Mr. O'Hare, Mr. LeMay (not present at the time of roll call, arrived @ 6:57 p.m.)

Also

Present: Jill Davis, Superintendent-Director
Michael Barton, Assistant Superintendent/Principal
Michael Knight, School Business Administrator
Jeffrey Carlson, Director of Human Resources
Paul Myette, Cluster Chair of ELA and Social Studies
Recording Secretary

PUBLIC APPEARANCE

There was no public appearance.

SCHOOL COMMITTEE COMMUNICATIONS

There were no School Committee communications

REPORT OF STUDENT REPRESENTATIVE

There was no report of the student representative.

APPROVAL OF MINUTES

MOTION: by Mr. Gitschier, seconded by Mr. Sheehan to approve the minutes from the meeting of June 16, 2022.

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. O'Hare)

REPORT OF DISTRICT TREASURER

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

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. O'Hare)

MOTION: by Mr. Gitschier, seconded by Mr. Sheehan to approve expenditures for the sum of \$9,041,636.74 allocated as follows:

Warrant 2109A	dated 07/01/2022	Payroll # 857	606,003.44
Warrant 2109B	dated 07/15/2022	Payroll # 859	288,870.31
Warrant 2109C	dated 07/29/2022	Payroll # 861	336,110.80
Warrant 2110A	dated 08/12/2022	Payroll # 863	370,751.92
Warrant 2110M	dated 08/12/2022	Payroll # 863	5,744.61
Warrant 2110B	dated 08/26/2022	Payroll # 865	339,629.48
Warrant 2108-1	dated 06/24/2022	Accounts Payable	480,931.86
Warrant 2109	dated 07/08/2022	Accounts Payable	1,302,848.67
Warrant 2109-1	dated 07/22/2022	Accounts Payable	594,697.64
Warrant 2110	dated 08/05/2022	Accounts Payable	1,007,002.17
Warrant 2110-1	dated 08/19/2022	Accounts Payable	543,302.67
Warrant 2110-7	dated 08/19/2022	Accounts Payable	35,883.55
Warrant 2108-6	dated 06/24/2022	Lowell Five Debit Card	3,228.03
Warrant 2109-2	dated 07/01/2022	Middlesex County Retirement	1,553,947.00
Warrant 2109-4	dated 07/08/2022	Lowell Five Debit Card	770.00
Warrant 2109-3	dated 07/08/2022	Mass Bay Health	779,023.42
Warrant 2109-5	dated 07/22/2022	Lowell Five Credit Card Fees	1,718.10
Warrant 2109-6	dated 07/22/2022	Sales Use/Meals Tax	1,096.93
Warrant 2109-7	dated 07/22/2022	Dotcom Communications	73.10
Warrant 2109-8	dated 07/22/2022	TouchBistro	6,631.95
Warrant 2109-9	dated 07/22/2022	National Grid	1,929.94
Warrant 2110-2	dated 08/05/2022	Lowell Five Debit Card	1,363.00
Warrant 2110-3	dated 08/05/2022	Mass Bay Health	779,927.03
Warrant 2110-4	dated 08/05/2022	Dotcom Communications	126.40
Warrant 2110-5	dated 08/19/2022	Lowell Five Debit Card	79.67
Warrant 2110-6	dated 08/19/2022	TouchBistro	(54.95)

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. O'Hare)

REPORT OF GENERAL COUNSEL

There was no report of general counsel.

REPORT OF SUPERINTENDENT-DIRECTOR

Superintendent Davis began by welcoming the new administrators to the meeting and asked Assistant Superintendent/Principal Michael Barton to provide a brief introduction of each Administrator to the committee.

Assistant Superintendent/Principal Barton introduced the newly hired Director of Human Resources – Jeffrey Carlson and Cluster Chair of English Language Arts and Social Studies – Paul Myette to the committee members and provided brief highlights of each which included their educational and previous employment backgrounds.

Superintendent Davis informed the committee that Greater Lowell was awarded a Career and Technical Education Equitable Access Grant in the amount of \$85,000. She noted the funds will be used to continue to provide equitable access in CTE programs, specifically for students with disabilities and English learner student populations.

Superintendent Davis informed the committee that Greater Lowell was awarded a Perkins Program Improvement & Equipment Grant in the amount of \$35,000, noting the funds will be used to purchase supplies and equipment for the Construction Cluster.

Superintendent Davis informed the committee that Greater Lowell was awarded a WIOA Youth Services Grant in the amount of \$55,644 to provide services to in-school at-risk youth.

Superintendent Davis informed the committee that Greater Lowell was awarded an anonymous grant award in the amount of \$330,000. She noted the funds will be targeted toward purchasing STEM based supplies and equipment for the CADD, Engineering, Health Assisting/Pre-Nursing and Information Technology technical areas.

Superintendent Davis provided a brief update on the General Health and Safety Practices and Protocols. She informed the committee members that the protocols remained very similar to those followed during the summer. Reviewed items included students/staff are not required to mask, apart from in our school health offices, and with the conclusion of the statewide testing program this past spring, a decision was made to implement our own testing program during the 2022-2023 school year. She noted the program would include symptomatic rapid testing for students/staff who become ill with COVID-like symptoms during the school day, as well as At-Home Rapid Antigen Test kit distribution before holidays and vacations. Ms. Davis included that participation was voluntary and staff/students who wishes to participate are required to complete the opt-in forms for both options. In addition, there are no longer COVID-19 safety checks (pool testing), contact tracing, or test-to-stay options, and quarantine is no longer required for staff/staff, regardless of vaccination status who have been exposed to COVID-19, as long as they remain asymptomatic.

For the next item on the Superintendent's report, Ms. Davis asked for the committee's approval of the School Resource Officer Memorandum of Understanding. She informed the committee that the biggest change in comparison to the previous agreement was the development of a complaint resolution system requirement for members of the school community to register concerns that may rise with School Resource Officers. She included the system, in turn, would allow for the School Resource Officer to register concerns regarding teachers and/or administrators that may arise. Ms. Davis noted the 'School Resource Officer Complaint Resolution Form' developed was included as an appendix in the Student Handbook, as well as available on the school's website. Ms. Davis also included that this MOU was based on the template provided by the state and was approved by our legal counsel as well.

MOTION: by Mr. Sheehan, seconded by Mr. Tatseos to approve the School Resource Officer Memorandum of Understanding.

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, 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 to the 2022-2023 Student Handbook and noted it will require member approval. Asst. Superintendent/Principal Barton informed the committee that there were primarily two additions to the Student Handbook that he wanted to highlight. The first addition was in regards to Appendix E - Student Records in the handbook regarding access of authorized school personnel having access to student records. The change identifies the School Resource Officer as a school official. Mr. Barton noted that, as a result, the SRO, with legitimate educational interest, would have access, without consent, to student personally identifiable information contained in education records. Mr. Barton continued with the second change which includes the addition of a 'School Resource Officer' section under 'Security of Students and School Personnel' containing information pertaining to the newly developed School Resource Officer Complaint Resolution system.

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

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. O'Hare)

REPORT OF BUSINESS MANAGER

Mr. Knight informed the committee with an explanation of the transfer requests within the various departments and asked for approval totaling in the amount of \$1,079,498.14.

MOTION: by Mr. Sheehan, seconded by Mr. Tatseos to approve the budget line item transfers.

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. O'Hare)

Mr. Knight asked for the approval of the committee to declare two pieces of equipment from the Graphics Department as surplus. The first was a twenty-year old booklet maker which is no longer function and holds no value, as well as a Barudan embroidery machine which has been replaced with a newer model. If there is any value on the embroidery machine, will move to dispose according to the school committee policy.

MOTION: by Mr. Morin, seconded by Mr. Giggey to declare both pieces of graphics equipment surplus.

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. O'Hare)

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

Chairman Bahou announced that there was a motion on the table and because the motion was made by himself, he would need to turn the meeting over to the Vice-Chair – Mr. Gitschier to read the motion. He asked the members for their permission to out of order and take the Report of the Sub-Committee first and then go back to the Committeeperson Motion.

Upon returning from the Sub-Committee Motion on the agenda, Vice-Chairman - Mr. Gitschier stated a motion has been made by Chairman Bahou to begin the statutory process to authorize stipends for members of the Greater Lowell Technical High School Committee in the amount of \$7,500.

Mr. Bahou informed the members that this was a stipend he was recommending of \$7,500 per year to school committee members at Greater Lowell Tech. He noted that during his eleven (11) years on the committee, he experienced a lot of things while sitting on the committee, including the amount of time, effort, meetings, etc. Mr. Bahou touched upon the multiple time consuming responsibilities of the committee, including Superintendent searches, sub-committee participation, budgets, union negotiation involvement, building projects, etc. He included that other school districts across the state (Lowell, Dracut, Tyngsboro, Andover, Methuen, Lawrence) school committee members receive a stipend. Mr. Bahou stated he was presenting this because he felt that there was a lot of apathy toward people that want to sit on the board and perhaps would be something to give them some thought on running for the school committee.

Mr. Sheehan stated he agreed with information provided by Mr. Bahou; however, felt that in his opinion, bringing the stipend to \$5,000 would be better received by the sending Districts and would be willing to make a substitute motion. Vice-Chairman Gitschier asked if there were any objections to the substitute motion. Mr. Bahou added that this motion would only be a beginning and, if approved, would be moved to the sending districts to vote on with a three-quarter vote needed.

Committeeman LeMay expressed his concern with implementing a stipend. He noted the history of stipends with regards to his previous service on the Lowell City Council and that he understood what would be asked of him when he made the decision to run for the school committee. He added that he believes the committee has done well and would not be inclined to vote on the proposed stipend.

Committeeman Giggey expressed his opinion upon taking the job that he believed in giving back to the profession and his community. He noted his agreement with the information provided by Mr. Bahou

and the enormous time commitment in order to do the job well. However, Mr. Giggey added he was on the fence with supporting a stipend. He stated that although he could understand that the stipend may draw interest, he was also fearful that the stipend may draw the wrong type of interest in order to do the job properly. He included that he remains at the mindset that being a committee member is still a volunteer position; although he respects Mr. Bahou's position and acknowledges the information provided.

Committeeman Morin expressed that although he agrees with Mr. Giggey's statements, many things changed over the years with regards to the amount of time commitment, as well as amount of donations contributed and feels he is in favor of beginning a stipend and would support starting with the lower amount.

Committeeman Tatseos also expressed his agreement with all the member statements and included he has always been against a stipend. He agreed that times have changed and getting people to run has been issue, but added that you don't have to accept the stipend. He stated that although he supports the motion, he does not believe he would accept the stipend if it went through.

Upon ending discussion, Vice-Chairman Gitschier announced the substitute motion made by Mr. Sheehan to amend the original motion by Mr. Bahou to change the proposed stipend amount from \$7,500 to \$5,000.

MOTION: by Mr. Sheehan, seconded by Mr. Morin to begin the statutory process to authorize stipends for members of the Greater Lowell Technical High School Committee in the amount of \$5,000.

ROLL CALL VOTE: 5 Yes, 2 No (Mr. LeMay, Mr. Giggey), 1 Absent (Mr. O'Hare)

REPORT OF SUB-COMMITTEES

MOTION: by Mr. Gitschier, seconded by Mr. Tatseos to approve the minutes from the Superintendent Evaluation Sub-Committee meeting of June 28, 2022.

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. O'Hare)

MOTION: by Mr. Gitschier, seconded by Mr. Sheehan to approve the minutes from the Building Expansion Sub-Committee meeting of July 28, 2022.

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. O'Hare)

Chairman Bahou announced he wanted to move into a discussion regarding the Superintendent's evaluation. He referenced the meeting of the sub-committee meeting on June 28th to discuss the evaluation, set up guidelines and distribute binders in order to proceed with evaluating the Superintendent. All committee members received the binders and evaluations with submission due by August 8th. Mr. Bahou noted seven (7) evaluations were returned and one (1) not submitted due to health issues. Chairman Bahou stated the evaluations returned provided information very common amongst them all, which is the stellar performance that everyone feels of the Superintendent.

Mr. Bahou announced that the Superintendent received five (5) exemplary and two (2) proficient in the Overall Summative Performance rating. He noted that in the section of Instructional Leadership, Superintendent Davis received twenty-one (21) out of twenty-eight (28) area ratings as exemplary and in the Superintendent's Performance goals, Superintendent Davis received twenty-three (23) out of twenty-eight (28) rating responses as exceeded. Chairman Bahou stated the evaluation continued with these types of results throughout. Mr. Bahou also highlighted some of the many comments noted by the members on the evaluations, particularly the common comments throughout which included: effective communicator, outstanding manager, team building, team worker, team effort, work ethic, professional, school ambassador and leading by example, focused on administrative team, health and safety. Chairman Bahou ended by announcing that he, as well as the committee, feel the Superintendent has done a remarkable job and are very grateful to have Ms. Davis as the Superintendent and expressed their appreciation.

Mr. Bahou stated the next item on the agenda would be to return back to the Committeeman Motion on the agenda and that he would be turning the meeting over to Vice-Chair – Mr. Gitschier in order to proceed.

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, as well as Section 21(a)(3) 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 so declares – Teachers.

Mr. Bahou added that a vote maybe be needed; therefore, the committee would be returning from Executive Session.

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

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

The meeting ended to go into Executive Session at 7:28 p.m. with a roll call vote of 7 present.

The meeting reconvened at 8:26 p.m. with a roll call vote of 7 present, 1 absent (Mr. O'Hare).

MOTION: by Mr. Sheehan, seconded by Mr. Gitschier to approve the Side Letter of Agreement with the Greater Lowell Teachers' Organization to include the addition of a Competitive Gaming Club and one Advisor and the removal of the Project Purple Club and one Advisor, as well as the addition of an Educator Rising Club and two Advisors, and the addition of a sports team to athletics; a Dance Team with one Head Coach and one Assistant Coach.

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

MOTION: by Mr. Morin, seconded by Mr. Gitschier to approve the Side Letter of Agreement with the Greater Lowell Teachers' Organization to update the contract to reflect the budget approval of an Assistant Cheerleading Coach position and update the Head Cheerleading Coach salary.

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

MOTION: by Mr. Sheehan, seconded by Mr. Morin to approve a non-contractual stipend position entitled Adventure Course Manager.

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

Chairman Bahou included that the total amount of the additions voted on totaled \$18,400.

ADJOURN

MOTION: by Mr. Morin, seconded by Mr. Sheehan to adjourn the meeting at 8:29 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: June 16, 2022, June 28, 2022, July 28, 2022

Copy of CTE Equitable Access Grant Award Letter

Copy of Perkins Program Improvement & Equipment Grant Award

Copy of School Resource Officer MOU

Copy of Revised 2022-2023 Student Handbook

Budget Transfer Request

Memo from Mr. Knight regarding Graphics Equipment Surplus