

# GREATER LOWELL TECHNICAL HIGH SCHOOL

## SCHOOL COMMITTEE MEETING

May 21, 2020 – 6:30 P.M.

### CALL TO ORDER

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

Chairman Morin stated in accordance with 940 CMR 29.10 (remote participation) adopted by the Greater Lowell Technical School Committee April 17, 2014, and pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c. 30A, Section 18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Greater Lowell School Committee is being conducted via remote participation by the following members: Committeemen Mr. Giggey, Mr. Bahou, Mr. Gitschier, Mr. LeMay, Mr. O'Hare, Mr. Sheehan, Mr. Tatseos, and Mr. Morin. The following members and individuals are present: Interim Superintendent-Director Jill Davis, Interim Assistant Superintendent Michael Barton, School Business Administrator Michael Knight. No in-person attendance of members of the public will be permitted.

### ROLL CALL

Members

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

Members Absent: Mr. Gitschier (was not present at the time of roll call due to technical difficulties, but joined in immediately after.)

Also

Present: Jill Davis, Interim Superintendent-Director  
Michael Barton, Interim Assistant Superintendent-Director  
Michael Knight, School Business Administrator  
Mark White, Athletic Director (remotely)  
Recording Secretary (remotely)

### PUBLIC APPEARANCE

Chairman Morin stated that the public appearance portion will be suspended and going right into the meeting.

### SCHOOL COMMITTEE COMMUNICATIONS

There were no School Committee communications.

## **REPORT OF STUDENT REPRESENTATIVE**

Chairman Morin noted there was no report of the student representative at tonight's meeting.

## **APPROVAL OF MINUTES**

**MOTION:** by Mr. O'Hare, seconded by Mr. Sheehan to approve the minutes from the Special meeting of May 4, 2020.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. O'Hare, seconded by Mr. Giggey to approve the minutes from the meeting of April 16, 2020.

**ROLL CALL VOTE:** 8 Yes

## **REPORT OF DISTRICT TREASURER**

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

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. Giggey seconded by Mr. O'Hare to approve expenditures for the sum of \$4,643,919.11 allocated as follows:

Warrant 2082-B	dated 04/24/20	Payroll Warrant #743	1,037,237.29
Warrant 2083-A	dated 05/08/20	Payroll Warrant #745	919,603.39
Warrant 2083-B	dated 05/22/20	Payroll Warrant #747	1,028,438.65
Warrant 2083	dated 05/01/20	Accounts Payable Warrant	1,182,805.90
Warrant 2083-1	dated 05/15/20	Accounts Payable Warrant	434,389.58
Warrant 2083-3	dated 05/01/20	Meals & Sales Use Tax Warrant – Mar 20	652.53
Warrant 2083-5	dated 05/15/20	Meals & Sales Use Tax Warrant – Apr 20	188.88
Warrant 2083-4	dated 05/15/20	Lowell Five Credit Card Fees (1050)	529.14
Warrant 2083-6	dated 05/15/20	Accts. Payable Warrant – Student Refunds	40,073.75

**ROLL CALL VOTE:** 8 Yes

## **REPORT OF GENERAL COUNSEL**

There was no report of general counsel.

## **REPORT OF SUPERINTENDENT-DIRECTOR**

Interim Superintendent Davis asked Interim Assistant Superintendent Barton to present Greater Lowell's Top Ten Students of 2020. Mr. Barton provide individual highlights and accomplishments of each student. At the conclusion of the presentation, Chairman Morin requested a hard copy of the presentation be sent to the committee members.

Interim Superintendent Davis asked Interim Assistant Superintendent Barton to present Greater Lowell's 2020 Cooperative Education Students of the Year.

Interim Superintendent Davis informed the committee that Greater Lowell had recently been awarded a \$2,865 High School Voter Registration and Pre-Registration Grant to promote civic engagement through voter registration for high school students.

Interim Superintendent Davis asked the committee for approval of the 2020-2021 School Calendar.

**MOTION:** by Mr. Tatseos, seconded by Mr. Bahou to approve the 2020-2021 School Calendar.

**ROLL CALL VOTE:** 8 Yes

Interim Superintendent Davis asked Athletic Director Mark White to present the 2020-2021 Athletic Handbook and Policies on Head Injuries & Concussions for approval. Mr. White gave a brief overview of the proposed changes to the committee members. Mr. LeMay asked if the handbooks are reviewed every year and if they are mandated by the state. Mr. White reported that the handbooks are reviewed every year and the Concussions handbook is mandated by the state.

**MOTION:** by Mr. Bahou, seconded by Mr. Sheehan to approve the 2020-2021 Athletic Handbook.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. Sheehan, seconded by Mr. Tatseos to approve the 2020-2021 Polices on Head Injuries & Concussions in Extracurricular Athletics Handbook.

**ROLL CALL VOTE:** 8 Yes

Interim Superintendent Davis provide the committee with an overview of the proposed Educator Evaluation Memorandum of Agreement. Due to the circumstances surrounding the COVID-19 virus, Ms. Davis asked to suspend educator evaluation procedures for the 2019-2020 year from March 15<sup>th</sup> on. She reported that all educators would still earn a year of service toward PTS and their rating reported would be the same rating received in 2018-2019 from their summative or formative evaluation depending on which plan and year of the plan the instructor was on. Any Improvement Plans would be paused and reviewed upon in the Fall. Starting next year, all instructors will resume the same year of plan or type of plan that they were on.

Mr. LeMay asked if this was something the state has looked at or is this being done statewide. Ms. Davis replied the state has given no directive toward evaluations; however, several schools around the Commonwealth are suspending procedures and the proposed MOA was reviewed by school attorney Mr. Maccaro.

Mr. Giggey asked Ms. Davis if there was any downside to delaying the evaluation. Ms. Davis stated there are several steps, timeline of the evaluation, documentation, etc. that, under the circumstances, is impossible to collect. Therefore, essentially staying from when the COVID-19 closure occurred and continuing again in the fall.

**MOTION:** by Mr. Giggey, seconded by Mr. Tatseos to approve the Educator Evaluation MOA.

**ROLL CALL VOTE:** 8 Yes

Interim Superintendent Davis asked for approval to support the decision to participate in School Choice for the 2020-2021 school year as outlined in our current Admissions Policy. If the committee chose to not participate in school choice, the Admissions Policy would need to be revised and resubmitted to the State for approval. 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.

Mr. Bahou asked how many school choice students were accepted this school year. Ms. Davis responded there were 12 ninth graders and 3 tenth graders. Mr. Bahou asked for clarification on these acceptances since there was a waiting list of district applicants. Ms. Davis made a recommendation to have Ms. Martinez, the Director of Enrollment present at the next meeting with additional data to further clarify.

Interim Superintendent Davis asked for the committee's approval.

**MOTION:** by Mr. LeMay, seconded by Mr. Sheehan to approve participation in School Choice for FY21.

**ROLL CALL VOTE:** 7 Yes, 1 Abstain (Mr. Bahou)

Interim Superintendent Davis asked Michael Knight, School Business Administrator to join her to give an update on the FY21 Budget process, as well as the FY20 cost savings requested at the prior school committee meeting.

Ms. Davis began by informing the committee members that, at this time, she and Mr. Knight were speculating a 1/12 budget process for July and August, anticipating an authorized FY21 budget hopefully by September. She noted they were also speculating a budget shortfall for the state, roughly a 20% decrease and waiting on additional guidelines on that in order to present a revised FY21 budget to the committee – hopefully by late July. Ms. Davis told the committee that she has been working with Mr. Knight in planning 3 separate scenarios in order to prepare for when a funding decision is finalized. She also noted FY21 school year would look very different, noting that PPE, gloves, sanitizer, additional transportation, modifications for distancing would all be something we need to look into further with regards to cost.

Ms. Davis continued that the estimated cost savings of \$557,841 was comprised of savings from various areas (substitutes, utilities, intramural coaching, spring coaching, officials' fees, sports transportation, SkillsUSA, early morning and after school monitors, and life guard duties.) Due to the unclear budget for the FY21 school year, she, along with Mr. Knight, are investigating the use of the cost savings to purchase items/equipment needed that would have been purchased in the FY21 school.

Mr. Knight was asked if there was any available grant funding from the state that could reimburse us for the PPE items that would need to be purchased. Mr. Knight responded that he anticipated that there would be funding available and are waiting on further clarification. Ms. Davis informed the committee that there are currently no guidelines from the Commissioner of Education, therefore, are trying to be anticipatory regarding ordering the needed supplies in order to be prepared. The CARES Act has also appropriated \$587,000 with an option to receiving the funding now or to opt to receive the funding in September. Mr. Knight noted the monetary amount by the Federal government was defined; therefore, there would be no risk in waiting for the funds until September. Greater Lowell would still be required to submit the application by July 1<sup>st</sup> even though we would not be utilizing those funds until the FY21 school year. Given our current budget standings, Mr. Knight recommended that waiting to receive the funding in September to utilize in the FY21 school year would be ideal in the event unexpected costs occur.

## **REPORT OF BUSINESS MANAGER**

Mr. Knight provided an update to the committee on the MSBA final approved grant audit, resulting in the ability to pay off the loan in September.

Mr. Knight continued with an update on transportation reimbursement for the town. The amount reimbursed to the four towns totaled \$154,917 (after attorney fees) and was proportionally distributed to the towns based on their initial contributions.

Before continuing, Interim Superintendent Davis asked to clarify misinformation given to the members pertaining to School Choice. She noted after reviewing her notes, the number of school choice students she reported were not accepted students, but actually the number of school choice applicants.

## **OLD BUSINESS**

Chairman of the Facilities Naming Committee - Mr. Morin updated the committee members that a virtual meeting was held on May 14th and the Naming Committee has come to a stalemate and have not discussed anything further regarding the naming of a particular location after anyone. At this time, the members will be reviewing the policy, procedures, and the application.

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

1. Policy Sub-Committee and the Superintendent develop a District Wellness Policy for the school that may include the distribution of condoms to students. (Boutin)
2. Athletic Hall of Fame (O'Hare)
3. Superintendent's Wall (O'Hare)

4. Alternative Energy Subcommittee meet to discuss the possibility of securing additional net metering credits. (Boutin)
5. Superintendent examine feasibility regarding card swipe security for each employee and associated cost to implement same. (Giggey)
6. Superintendent research the probability of adding modular classrooms to the campus to develop comprehensive academic programs at Greater Lowell Technical High School.

### **COMMITTEEPERSON MOTION**

**MOTION:** by Superintendent Search Sub-Committee Chair – Mr. Giggey, seconded by Mr. Bahou to suspend the Superintendent search due to COVID-19.

**ROLL CALL VOTE:** 8 Yes

### **NEW BUSINESS**

Superintendent Search Sub-Committee Chair – Mr. Giggey noted that due to the uncertainty of the COVID-19 situation, as well as the timeline of when Interim Superintendent Davis’s contract expires, the search has been difficult and therefore is recommending to suspend the search and asked to open the discussion to the other members. Mr. Giggey also recommended that the committee address the possibility of continuing with Ms. Davis as the interim Superintendent or making the position permanent at the June school committee meeting.

### **ADJOURN**

**MOTION:** by Mr. Morin seconded by Mr. Sheehan to adjourn the meeting at 7:50 p.m.

**ROLL CALL VOTE:** 8 Yes

Respectfully submitted,

Colette Edmonds  
Recording Secretary

### **Meeting Documents:**

Meeting Notice

Agenda

Minutes for Approval:

May 4, 2020

April 16, 2020

Proposed FY21 School Calendar

Proposed FY21 Athletic Handbook

Proposed FY21 Policies on Head Injuries & Concussions in Extracurricular Activities Handbook

Copy of proposed Educator Evaluation MOA

Year-to-Date Budget Report