

**GREATER LOWELL TECHNICAL HIGH SCHOOL**

**SCHOOL COMMITTEE MEETING**

February 14, 2019 – 6:30 P.M.

**CALL TO ORDER**

Vice Chair Bahou called the meeting to order at 6:33 p.m. and announced that the meeting was being recorded.

Vice Chair Bahou stated that in accordance with 940 CMR 29.10 (remote participation) adopted by the Greater Lowell Technical School Committee April 17, 2014, Committeeman LeMay will be participating at tonight's meeting remotely due to geographic distance.

**ROLL CALL**

Members

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

Also

Present: Joseph Mastrocola, Superintendent-Director  
Jill Davis, Assistant Superintendent/Principal  
George Garabedian, Interim School Business Administrator  
David Bradley, District Treasurer  
Michael Maccaro, Legal Counsel  
Recording Secretary

**REPORT OF STUDENT REPRESENTATIVE**

Student Representative Mya Medina gave an update of upcoming and recently held events.

**PUBLIC APPEARANCE**

There were no public appearances.

**SCHOOL COMMITTEE COMMUNICATIONS**

There were no School Committee communications.

**APPROVAL OF MINUTES**

**MOTION:** by Mr. Morin, seconded by Mr. O'Hare to approve the minutes from the meeting of January 10, 2019.

**ROLL CALL VOTE:** 8 Yes

**REPORT OF DISTRICT TREASURER**

The warrant was distributed to the Committee for their approval and signature.

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

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. Sheehan, seconded by Mr. O'Hare to approve expenditures for the sum of \$4,408,608.54 allocated as follows:

Warrant 2067-1	dated 01/25/19	Accounts Payable	382,229.99
Warrant 2068	dated 02/08/19	Accounts Payable	1,054,300.01
Warrant 2067-B	dated 01/18/19	Payroll Warrant #677	1,017,297.24
Warrant 2068-A	dated 02/01/19	Payroll Warrant #679	938,241.36
Warrant 2068-B	dated 02/15/19	Payroll Warrant #681	1,015,355.60
Warrant 2067-5	dated 01/25/19	Dec. 2018 Sales/Meals Tax	1,159.34
Warrant 2068-2	dated 02/08/19	Lowell 5 Debit Card	25.00

**ROLL CALL VOTE:** 8 Yes

**REPORT OF GENERAL COUNSEL**

There was no report of general counsel.

**REPORT OF SUPERINTENDENT-DIRECTOR**

Superintendent Mastrocola asked for approval to surplus a Bind-Fast5 Perfect Binder and the oversized light table in the Graphics Department. Both have been discontinued for 10+ years and pose a safety risk. There is no value to the equipment.

**MOTION:** by Mr. Boutin, seconded by Mr. Tatseos to surplus a Bind-Fast5 Perfect Binder and the oversized light table in the Graphics Department.

**ROLL CALL VOTE:** 8 Yes

Superintendent Mastrocola informed the committee that Greater Lowell currently has 186 senior students participating in cooperative education employment opportunities as of January 31, 2019. This represents 37% of the Class of 2019 and is an increase from last year.

Superintendent Mastrocola provided an update regarding the DESE District Accountability review that recently took place. The Superintendent stated that a written report will be received in approximately 3-4 months. He will share it when he receives it. He thanked the administration and staff for their participation in the process.

Superintendent Mastrocola reported that the school business administrator search was going well. The search committee is in the process of second round interviews. He hopes to have a recommendation at the March meeting.

Superintendent Mastrocola informed the committee that Greater Lowell had recently been awarded a \$3,770 History and Social Science Planning and Implementation Grant.

### **REPORT OF BUSINESS MANAGER**

Mr. Garabedian stated that the District received only one proposal for Food Service Management and that was by Aramark Educational Services LLC. The contract would be for 1-year with four annual renewal options.

**MOTION:** by Mr. Boutin, seconded by Mr. Giggey to approve the District to enter in to the Food Service Management contract with Aramark Educational Services LLC for the period of July 1, 2019 through June 30, 2020.

**ROLL CALL VOTE:** 8 Yes

Next, Mr. Garabedian informed the committee that the District is in year three of the bus contract with North Reading Transportation which ends June 30, 2019. He and the Superintendent recommend exercising the 1-year renewal option with North Reading Transportation in the amount of \$2,229,997.

**MOTION:** by Mr. Boutin, seconded by Mr. Sheehan to approve to renew the school bus transportation contract with North Reading Transportation for the fourth year, July 1, 2019 – June 30, 2020.

**ROLL CALL VOTE:** 8 Yes

Mr. Garabedian transfers for approval in the amount of \$274,568.

**MOTION:** by Mr. Boutin, seconded by Mr. Morin to approve transfers in the amount of \$274,568 as presented.

**ROLL CALL VOTE:** 8 Yes

Mr. Garabedian asked for approval for renewal of \$1,500,000 B.A.N.s related to the school construction project. This renewal is necessary because Greater Lowell is not scheduled for the MSBA Closeout Meeting until June 26, 2019.

**MOTION:** by Mr. Boutin, seconded by Mr. LeMay as follows:

**Voted:** to approve the sale of a \$1,500,000 2.75 percent General Obligation Bond Anticipation Note (the "Note") of the District dated February 22, 2019, and payable September 27, 2019, to Easter Bank at par and accrued interest, if any, plus a premium of \$4,515.

Further Voted: that in connection with the marketing and sale of the Note, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 30, 2019, and a final Official Statement dated February 7 2019, each in such form as may be approved by the District Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the District Treasurer and the Vice Chair of the Committee be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such forms as may be approved by bond counsel to the District, which undertakings shall be incorporated by reference in the Note for the benefit of the holders of the Note from time to time.

Further Voted: that we authorize and direct the Business Administrator to establish post issuance federal tax compliance procedures in such form as the Business Administrator and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Note.

Further Voted: that each member of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

**ROLL CALL VOTE:** 8 Yes

Mr. Garabedian stated that DESE guidelines for the lunch program recommends that the balance in the account not be greater than 3-months of average costs of the program (approximately \$300,000). Greater Lowell's balance is \$660,000, therefore he recommends the following transfer:

Cafeteria Program – Use of Funds	00120000-3970	(\$176,744)
General Fund – Source of Funds	00010000-3920	\$176,744

**MOTION:** by Mr. Giggey, seconded by Mr. Boutin to approve the cafeteria fund transfer as follows:

Cafeteria Program – Use of Funds	00120000-3970	(\$176,744)
General Fund – Source of Funds	00010000-3920	\$176,744

**ROLL CALL VOTE:** 8 Yes

Mr. Garabedian informed the committee that a school committee member needs to be selected to serve as a trustee for the OPEB fund. Cheryl Bomal was selected by ballot vote for the employee member. A ballot is currently being conducted to select the retiree member.

Mr. Bahou suggested that the school committee waits until after the annual re-org of the board at the March meeting.

**OLD BUSINESS**

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.

**NEW BUSINESS**

The Superintendent-Director Contract extension was deferred to the March meeting.

**REPORT OF SUB-COMMITTEES**

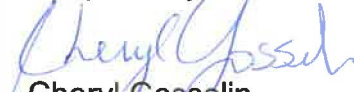
Mr. Bahou gave a brief update of the February 7, 2019 Finance Sub-Committee meeting..

**ADJOURN**

**MOTION:** by Mr. Boutin, seconded by Mr. O’Hare to adjourn the meeting at 7:18 p.m.

**ROLL CALL VOTE:** 8 Yes

Respectfully submitted,



Cheryl Gosselin  
Recording Secretary

**Meeting Documents:**

Meeting Notice

Agenda

Minutes for Approval:

January 10, 2019

Memo from Ms. Sarmento Regarding Surplus Equipment

January 2019 Cooperative Education Report

Grant Award Letter

Memo from Mr. Garabedian Regarding Agenda Items

Year-to-Date Budget Report

Report of Student Representative Dated February 4, 2019