

**GREATER LOWELL TECHNICAL HIGH SCHOOL**

**SCHOOL COMMITTEE MEETING**

**December 13, 2018 – 6:30 P.M.**

**CALL TO ORDER**

Vice Chair Bahou called the meeting to order at 6:38 p.m. and announced that the meeting was being recorded.

**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. Giggey to approve the minutes from the meeting of November 15, 2018.

**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. Tatseos 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 \$3,605,024.93 allocated as follows:

Warrant 2065-2	dated 11/30/18	Accounts Payable	466,392.66
Warrant 2066	dated 12/14/18	Accounts Payable	1,121,637.36
Warrant 2064-M	dated 11/02/18	Payroll Warrant #665M	4,846.59
Warrant 2065-B	dated 11/23/18	Payroll Warrant #669	1,095,432.43
Warrant 2066-A	dated 12/07/18	Payroll Warrant #771	910,668.58
Warrant 2065-7	dated 11/30/18	Bank of America Oct.	1,654.03
Warrant 2066-2	dated 12/14/18	Lowell 5 Operating	20.00
Warrant 2066-3	dated 12/14/18	Bank of America Nov.	1,143.57
Warrant 2066-4	dated 12/14/18	Nov 2018 Sales Use/Meals Tax	1,179.71
Warrant 2066-5	dated 12/14/18	Lowell Five Debit Card	2,050.00

**ROLL CALL VOTE:** 8 Yes

**REPORT OF GENERAL COUNSEL**

There was no report of general counsel.

**REPORT OF SUPERINTENDENT-DIRECTOR**

Superintendent Mastrocola informed the committee that through our energy broker, the district procured pricing for our electricity. The district selected Direct Energy's pricing of \$.0963 per KWH. The rate is approximately \$.02 cents less than our current rate which will result in a savings of at least \$80,000 annually.

Superintendent Mastrocola informed the committee that Greater Lowell currently has 189 senior students participating in cooperative education employment opportunities as of November 30, 2018. This represents 37% of the Class of 2019 and is an increase over last year.

Superintendent Mastrocola asked for approval to accept a donation in the amount of \$1,000 from Cummings Properties of Woburn, MA to be used for the volleyball program. The donation is being made at the recommendation of one of its employees, David Furtado of Lowell.

**MOTION:** by Mr. Boutin, seconded by Mr. Giggey to approve the donation of \$1,000 from Cummings Properties of Woburn, MA to be used for the volleyball program.

**ROLL CALL VOTE:** 8 Yes

**REPORT OF BUSINESS MANAGER**

Mr. Garabedian informed the committee that the district issued an RFP for food service management for the school lunch program as our current contract expires in June 2019. Proposals, which are due December 19, 2018, will be reviewed by the Business Office and a recommendation will be made to the School Committee.

Mr. Garabedian presented transfers for approval.

**MOTION:** by Mr. LeMay, seconded by Mr. Sheehan to approve transfers in the amount of \$326,494 as presented.

**ROLL CALL VOTE:**8 Yes

**MOTION:** by Mr. Morin, seconded by Mr. Boutin to approve transfers in the amount of \$527,121 as presented.

**ROLL CALL VOTE:**8 Yes

Mr. Garabedian reviewed the FY20 budget timeline.

Mr. Garabedian informed the committee he had been working with Legal Counsel to prepare the appropriate votes needed to establish an OPEB Trust Fund and also reviewed the Trust Agreement.

**MOTION:** Read by Mr. LeMay and made by Mr. Morin, seconded by Mr. Boutin  
**RESOLVED:** that, Greater Lowell Regional Vocational Technical School District hereby accepts the provisions of Chapter 32B, Section 20 of the Massachusetts General Laws, as amended by Chapter 218, Section 15 of the Acts of 2016 (the "Act"), and establishes an Other Post-Employment Benefits Liability Trust Fund (The "OPEB Fund").

**ROLL CALL VOTE:** 8 Yes

**MOTION:** Read by Mr. LeMay and made by Mr. Morin, seconded by Mr. Tatseos  
**RESOLVED:** that, in accordance with the Act, Greater Lowell Regional Vocational Technical School District hereby designates the Treasurer of Greater Lowell Regional Vocational Technical School District to serve as Custodian of the OPEB Fund (the "Custodian").

**ROLL CALL VOTE:** 8 Yes

**MOTION:** Read by Mr. LeMay and made by Mr. O'Hare, seconded by Mr. LeMay  
**RESOLVED:** that the sum of \$500,000 be appropriated as the initial investment into the OPEB Fund.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** Read by Mr. LeMay and made by Mr. Morin, seconded by Mr. Tatseos  
**RESOLVED:** that the following person(s) be designated as Trustee(s) of the OPEB Fund:

1. i School Committee Chairperson
2. i Superintendent-Director
3. i School Business Administrator
4. i District Treasurer
5. i Retiree Member
6. i Employee Member
7. i Citizen/Resident

Discussion took place regarding the number of people who should be trustees. Mr. Bahou stated that he would like to see a seconded school committee person also serve as a trustee.

**AMENDED MOTION:** by Mr. Bahou, seconded by Mr. Boutin **RESOLVED:** that the following person(s) be designated as Trustee(s) of the OPEB Fund:

1. i School Committee Chairperson
2. i Superintendent-Director
3. i School Business Administrator
4. i District Treasurer i
5. Retiree Member i
6. Employee Member i
7. i Citizen/Resident
8. i One (1) School Committee person to serve a one (1) year term voted by the School Committee the same day the School Committee votes for the School Committee Chairman

**ROLL CALL VOTE:** 8 Yes

**MOTION:** Read by Mr. LeMay made by Mr. Tatseos, seconded by Mr. Boutin  
**RESOLVED** that the Treasurer of the Greater Lowell Regional Vocational Technical School District, as Custodian of the OPEB Fund, be, and hereby is, authorized to execute and deliver the Investment Agreement with the State Retiree Benefits Trust Fund board of trustees on behalf of Greater Lowell Regional Vocational Technical School District for the purpose of making the representations and warranties, acknowledgements and agreements on the part of the

Greater Lowell Regional Vocational Technical School District to be made and performed thereunder.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** Read by Mr. LeMay made by Mr. O'Hare, seconded by Mr. Giggey RESOLVED to adopt the Greater Lowell Regional Vocational Technical School District "Other Post-Employment Benefits ("OPEB") Trust Agreement.

**AMENDED MOTION:** by Mr. Boutin, seconded by Mr. Morin RESOLVED to adopt the Greater Lowell Regional Vocational Technical School District "Other Post-Employment Benefits ("OPEB") Trust Agreement with Article 5, Section 5.1 to include One (1) School Committee person to serve a one (1) year term voted by the School Committee the same day the School Committee votes for the School Committee Chairman.

**ROLL CALL VOTE:** 8 Yes

### **OLD BUSINESS**

#### Outstanding Items from Previous Meetings

1. bPolicy Sub-Committee and the Superintendent develop a District Wellness Policy for the school that may include the distribution of condoms to students. (Boutin)
2. bAthletic Hall of Fame (O'Hare)
3. bSuperintendent's Wall (O'Hare)
4. bAlternative Energy Subcommittee meet to discuss the possibility of securing additional net metering credits. (Boutin)
5. bSuperintendent examine feasibility regarding card swipe security for each employee and associated cost to implement same. (Giggey)
6. bSuperintendent research the probability of adding modular classrooms to the campus to develop comprehensive academic programs at Greater Lowell Technical High School. (Bahou)

### **COMMITTEEPERSON MOTIONS**

**MOTION:** by Mr. Morin, seconded by Mr. Sheehan that in an effort to conserve energy, the building be closed on Monday, December 24, 2018 and Monday, December 31, 2018 and that employees required to work be given those two days off.

After discussion, it was agreed to amend the motion as follows.

**MOTION:** by Mr. Morin, seconded by Mr. Boutin that that in an effort to conserve energy, the building be closed on Monday, December 24, 2018 and that employees required to work be given that day off.

**ROLL CALL VOTE:** 4 Yes, 4 No (Mr. Boutin, Mr. Giggey, Mr. O'Hare, Mr. LeMay)

**MOTION:** by Mr. Morin, seconded by Mr. Boutin that that in an effort to conserve energy, the building be closed on Monday, December 31, 2018 and that employees required to work be given that day off.

**ROLL CALL VOTE:** 5 Yes, 3 No (Mr. Boutin, Mr. Giggey, Mr. Tatseos)

**MOTION:** by Mr. Bahou, seconded by Mr. Boutin that based on the new election standards, I propose new officers are elected January 1 to December 31 term.

**AMENDED MOTION:** by Mr. Bahou, seconded by Mr. Boutin that based on the new election standards, I propose new officers terms begin January 1 to December 31.

Attorney Maccaro informed the committee that Mr. Bahou's motion as well as his next motion that any newly elected representatives, after towns certify results begins term December following November elections, require a charter change. He stated that the proposed charter changes would need to be approved by the school committee by a 2/3 vote, then must be submitted to DESE for their legal counsel's approval and then need to be approved by the four member committees. Attorney Maccaro will work with Mr. Bahou to develop language for the proposed charter changes. He recommended that the committee follow the charter until any changes are approved.

**MOTION:** by Mr. Bahou, seconded by Mr. Tatseos to re-visit Mr. Morin's previous motions.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. Morin, seconded by Mr. Boutin that that in an effort to conserve energy, the building be closed on Monday, December 24, 2018 and that employees required to work be given that day off.

**ROLL CALL VOTE:** 7 Yes, 1 No (Mr. Giggey)

**MOTION:** by Mr. Morin, seconded by Mr. Boutin that that in an effort to conserve energy, the building be closed on Monday, December 31, 2018 and that employees required to work be given that day off.

**ROLL CALL VOTE:** 3 Yes, 5 No (Mr. Boutin, Mr. Giggey, Mr. LeMay, Mr. O'Hare, Mr. Tatseos)

**MOTION:** by Mr. Boutin, seconded by Mr. Tatseos to request the superintendent report on our ongoing and future relationship with Middlesex Community College and the University of Massachusetts at Lowell.

**ROLL CALL VOTE:** 8 Yes

**ADJOURN**

**MOTION:** by Mr. Boutin, seconded by Mr. Sheehan to adjourn the meeting at 8:16 p.m.

**ROLL CALL VOTE:** 8 Yes

Respectfully submitted,

Cheryl Gosselin  
Recording Secretary

**Meeting Documents:**

Meeting Notice

Agenda

Minutes for Approval:

November 15, 2018

November 2018 Cooperative Education Report

Letter from Cummings Properties Regarding Donation

Memo from Mr. Garabedian Regarding Business Office Updates

Budget Transfer Requests

Memo from Mr. Garabedian Regarding OPEB

Year-to-Date Budget Report

Report of Student Representative Dated December 13, 2018