

GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

April 14, 2016 – 6:30 P.M.

**CALL TO ORDER**

Chairman Boutin called the meeting to order at 6:34 p.m.

**ROLL CALL**

Members

Present: Mr. Boutin, Mr. Espinola, Mr. Giggey, Mr. LeMay, Mr. O'Hare,  
Mr. Tatseos

Members Absent: Mr. Bahou, Mr. Morin

Also

Present: Roger Bourgeois, Superintendent-Director  
Billie Jo Turner, School Business Administrator  
David Bradley, District Treasurer  
Cheryl Burke, Melanson Heath  
Recording Secretary

**PUBLIC APPEARANCE**

There was no public appearance.

**SCHOOL COMMITTEE COMMUNICATIONS**

There were no School Committee communications.

**REPORT OF STUDENT REPRESENTATIVE**

Student Representative Victoria Gibbs gave an update of upcoming and recently held events.

**APPROVAL OF MINUTES**

**MOTION:** by Mr. LeMay, seconded by Mr. Tatseos to approve the minutes from the meeting of March 14, 2016.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

**MOTION:** by Mr. Tatseos, seconded by Mr. Espinola to approve the minutes from the meeting of March 22, 2016.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

**REPORT OF DISTRICT TREASURER**

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

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

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

**MOTION:** by Mr. Tatseos, seconded by Mr. O'Hare to approve expenditures for the sum of \$6,424,090.25 allocated as follows:

Warrant 2015-1	dated 03/18/16	Accounts Payable	1,678,738.37
Warrant 2016	dated 04/01/16	Accounts Payable	1,813,900.68
Warrant 2016-1	dated 04/15/16	Accounts Payable	217,948.05
Warrant 2015-B	dated 03/18/16	Payroll Warrant #529	930,783.23
Warrant 2016-A	dated 04/01/16	Payroll Warrant #531	852,153.63
Warrant 2016-B	dated 04/15/16	Payroll Warrant #533	925,592.56
Warrant 2015-5	dated 02/19/16	Bank of America	727.13
Warrant 2015-4	dated 03/18/16	Sales Use/Meals Tax	877.60
Warrant 2015-6	dated 03/18/16	Lowell Five (Pell)	3,369.00

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

**REPORT OF GENERAL COUNSEL**

There was no report of General Counsel.

**REPORT OF SUPERINTENDENT-DIRECTOR**

Superintendent Bourgeois introduced senior Marketing student Caitlyn Dion and her DECA advisors. Ms. Dion provided an update on her recent 1<sup>st</sup> place achievement award at the Mass DECA State Career Development Conference. Superintendent Bourgeois then introduced United States Naval Sea Cadet Corp Training Officer Dan Aiello and senior student Rebecca Modrich who spoke about earning the highest rank of Chief Petty Officer.

Superintendent Bourgeois provided an update on the SkillsUSA District Conference results. Greater Lowell had 52 medalists, with 30 qualifying to go to the state competition on April 28, 29 & 30 as well as a state officer candidate.

Superintendent Bourgeois informed the Committee that Assistant Superintendent/Principal Jill Davis was at Mechanics Hall attending the Outstanding Vocational Technical Student Award ceremony this evening where Greater Lowell student Lianna Danas is being honored as an outstanding vocational student.

Next the Superintendent provided an update on the March 31<sup>st</sup> visit of Lt. Governor Polito and State Representatives Nangle & Mom. They visited Greater Lowell to learn about the Machine Tech shop and how we will be using the \$493,000 grant funding to create a modern Precision/Advanced Manufacturing Training Center.

Superintendent Bourgeois informed the committee that Greater Lowell currently has 176 senior students participating in cooperative education employment opportunities as of March 31, 2016. This represents 38% of the Class of 2016 and is a 6% increase compared to last year's data. Also, there are 54 junior students participating in cooperative education employment opportunities as of February 29, 2016, representing 11% of the junior class. This is a 5% increase compared to last year's data.

Superintendent Bourgeois asked to excess some outdated carpentry equipment.

**MOTION:** by Mr. Espinola, seconded by Mr. Giggey to excess outdated carpentry equipment as requested.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

Superintendent Bourgeois asked for approval for up to an additional 5 people to attend the PLC conference in Atlanta, Georgia from July 19-21.

**MOTION:** by Mr. LeMay, seconded by Mr. Giggey to approve up to 5 additional people to attend the PLC conference in Atlanta, GA from July 19-21.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

As part of Superintendent Bourgeois' Communication of School Information Evaluation goals, he shared a pilot of the newly created Auto Tech Video which will be posted on the school's website.

### **REPORT OF BUSINESS MANAGER**

Ms. Turner introduced Ms. Cheryl Burke from Melanson Heath who reviewed the FY15 audit report. After review of the audit report, Ms. Burke informed the Board that there was 1 governance letter as required. There were no findings.

Ms. Turner stated that the \$9,000,000 of Bond Anticipation Notes relative to the school construction project have matured. She asked for approval of the note sale.

**MOTION:** by Mr. Espinola, seconded by Mr. LeMay that I, the Secretary of the Greater Lowell Regional Vocational Technical School District, Massachusetts (the "District") School Committee (the "Committee"), certify that at a meeting of the Committee held April 14, 2016, of which meeting all members of the Committee were duly notified and at which a quorum was present, the following votes were unanimously passed,

all of which appear upon the official record of the Committee in my custody:

Voted: to approve the sale of (i) \$6,400,000 1.50 percent General Obligation Bond Anticipation Note No. 1 (the "Note No. 1") of the District dated April 22, 2016, and payable February 22, 2017, to Jefferies LLC at par and accrued interest plus a premium of \$34,624.56, and (ii) \$5,000,000 1.05 percent General Obligation Bond Anticipation Note ("Note No. 2," and together with Note No. 1, the "Notes") of the District dated April 22, 2016, and payable February 22, 2017, to Century Bank at par and accrued interest plus a premium of \$12,000.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated March 30, 2016, and a final Official Statement dated April 7, 2016, each in such form as may be approved by the District's Business Administrator, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the District Treasurer, the Chair 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 form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes 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 to the District 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 Notes.

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.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Clerks of each of the member municipalities of Lowell, Dracut, Dunstable and

Tyngsborough (collectively, the "Clerks") and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal buildings in which the offices of the Clerks and the District Secretary are located, or in accordance with an approved alternative method of notice prescribed or approved by the Massachusetts Attorney General as set forth in 940 CMR 29.03(4), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Ms. Turner provided an update on ongoing Business Office projects. She asked for approval to surplus a Ricoh C901 Digital Press.

**MOTION:** by Mr. O'Hare, seconded by Mr. Giggey to approve the request to surplus a Ricoh C901 Digital Press.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

Ms. Turner asked for approval of transfers in the amount of \$515,100.

**MOTION:** by Mr. Tatseos, seconded by Mr. LeMay to approve the request for transfers in the amount of \$515,100 as presented.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

### **OLD BUSINESS**

#### Outstanding Items from Previous Meetings

1. Visitors' locker room/storage area near football field. (Boutin)
2. One-Man, One-Vote requirement. (Boutin)

### **NEW BUSINESS**

Superintendent Bourgeois asked for approval of the Naming Committee Recommendation to name the gym floor after Joseph Kane.

**MOTION:** by Mr. O'Hare, seconded by Mr. Espinola to approve the recommendation of the Naming Committee to name the gym floor after Joseph Kane.

**ROLL CALL VOTE:** 6 yes, 2 Absent (Mr. Bahou, Mr. Morin)

**COMMITTEEPERSON MOTIONS**

1. \ Motion by Mr. Espinola to review the current cell phone policy for students recently enacted by the board.
2. Motion by Mr. Espinola to discuss the possibility of instituting a parking fee for students to be placed into a revolving account for future exterior grounds maintenance and upgrades.

Mr. Espinola asked that these 2 motions be put on the May agenda as discussion items under New Business.

**REPORT OF SUB-COMMITTEES**

**MOTION:** by Mr. O'Hare, seconded by Mr. Giggey to approve the March 10, 2016 Building Committee meeting report.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

**MOTION:** by Mr. O'Hare, seconded by Mr. Tatseos to approve Change Order No. 16 to Consigli's GMP in the amount of \$110,694.41.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

**MOTION:** by Mr. LeMay, seconded by Mr. O'Hare to approve Amendment #3 to Joslin Lesser's contract in the amount of \$24,600.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

**MOTION:** by Mr. O'Hare, seconded by Mr. Tatseos to approve the report of the March 16, 2016 Finance Sub-Committee meeting.


**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

**ADJOURN**

**MOTION:** by Mr. Espinola, seconded by Mr. LeMay to adjourn the meeting at 8:13 p.m.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. Bahou, Mr. Morin)

Respectfully submitted,

  
Cheryl Gosselin  
Recording Secretary