

GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

September 17, 2015 – 6:30 P.M.

**CALL TO ORDER**

Chairman Bahou called the meeting to order at 6:35 p.m.

**ROLL CALL**

Members

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

Also

Present: Roger Bourgeois, Superintendent-Director  
Jill Davis, Assistant Superintendent/Principal  
George Garabedian, School Business Administrator  
David Bradley, District Treasurer  
Christine Messina, Director of Practical Nursing & Continuing  
Education Programs  
Jeffrey Albert, Director of Special Education  
Sarah Wilkey, English Instructor  
Cheryl Gosselin, 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. Morin, seconded by Mr. Tatseos to approve the minutes from the meeting of August 20, 2015.

ROLL CALL VOTE: 8 Yes

**REPORT OF DISTRICT TREASURER**

District Treasurer David Bradley distributed the Warrants to the Committee for their approval and signature.

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

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. Morin, seconded by Mr. Tatseos to approve expenditures for the sum of \$5,475,468.79 allocated as follows:

Warrant 2009	dated 09/04/15	Accounts Payable	937,908.29
Warrant 2009-1	dated 09/18/15	Accounts Payable	3,384,768.33
Warrant 2009-A	dated 09/04/15	Payroll Warrant #501	247,311.17
Warrant 2009-B	dated 09/18/15	Payroll Warrant #503	905,481.00

**ROLL CALL VOTE:** 8 Yes

**REPORT OF GENERAL COUNSEL**

There was no report of General Counsel.

**REPORT OF SUPERINTENDENT-DIRECTOR**

Superintendent Bourgeois introduced 2 new administrators and 1 administrator in a new role:

Director of Curriculum, Instruction & Assessment	Michael Barton
Director of guidance & Counseling Services	Tracy Encarnacao
School Business Administrator	Billie Jo Turner

Christine Messina, director of Practical Nursing & Continuing Education Programs provided a report on the workshop she recently attended in Washington, DC. Jeffrey Albert and Sarah Wilkey shared their experience from the PLC @ Work Institute that 28 faculty members attended in Syracuse, NY.

Mr. LeMay left the meeting.

Superintendent Bourgeois provided an abbreviated version of the PowerPoint presentation that was presented to all staff on the opening day of the FY16 school year, which included:

- 64<sup>th</sup> percentile Math MCAS SGP (+11)
- 36% Math MCAS Advance (+4%, +17% over 3 years)
- 55.5 percentile ELA MCAS SGP (+7.5)
- 25% ELA MCAS Advance (+18% over 3 years)

Superintendent Bourgeois provided the committee with his self-assessment document that included an end-of-cycle report on goals and performance on the four standards. The end-of-cycle timeline is as follows:

<b>Activity</b>	<b>Due Date</b>
Superintendent provides School Committee with self-assessment document that includes an end-of-cycle report on goals and performance on the four Standards.	September 17, 2015
School Committee completes end-of-cycle Summative Evaluation Report and submits it to Cheryl Gosselin along with the flash drive.	October 2, 2015
Ms. Gosselin compiles a Composite Summative Evaluation Report and prepares Evaluation binders for Superintendent and School Committee.	October 5 – 13, 2015
Composite Summative Evaluation Report mailed to School Committee members.	October 13, 2015
Superintendent meets with the Superintendent Evaluation Subcommittee (Mr. Bahou, Mr. Boutin, Mr. Espinola, Mr. Tatseos) to review previous year's performance, analyze data and information, and set and weight goals for the next evaluation cycle.	October 19, 2015 5:00
Superintendent's Composite Summative Evaluation is reviewed and Superintendent's 2015-2016 Plan is approved by the School Committee at a special meeting.	October 29, 2015 5:00

**REPORT OF BUSINESS MANAGER**

Mr. Garabedian provided an update on ongoing Business Office projects.

Mr. Garabedian reviewed the steps necessary to establish an OPEB Trust Fund.

Mr. Garabedian asked for approval for transfers amounting to \$592,214.

**MOTION:** by Mr. Morin, seconded by Mr. Espinola to approve the request for transfers in the amount of \$592,214 as presented.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. LeMay)

Mr. Garabedian informed the committee that he had included in the package a response to Mr. Boutin's motion from the August meeting regarding the Community Eligibility Provision (CEP). Using the calculator on the DESE website, Greater Lowell would have lost approximately \$220,000 and since our food service program operates at a breakeven, his conclusion is that it would not be a viable option at this time.

**OLD BUSINESS**

Outstanding Items from Previous Meetings

1. Visitors' locker room/storage area near football field. (Boutin)
2. One-Man, One-Vote requirement. (Boutin)
3. Superintendent research and report back the possibility of having detentions and/or
4. Request the Superintendent review the student application process to see if it can be completed electronically. (Boutin)

**NEW BUSINESS**

Mr. Bahou informed the committee that a Side Letter of Agreement with the GLTO is being presented for approval retroactive to July 1, 2015. The agreement is for Article XXI, Section B to change the end of the paragraph from "...resignation or retirement:" to "...resignation, retirement, or death:"

**MOTION:** by Mr. Morin, seconded by Mr. Boutin to approve the Side Letter of Agreement with the Greater Lowell Teachers' Organization as presented.

**ROLL CALL VOTE:** 6 Yes, 1 Absent (Mr. LeMay),  
1 Present (Mr. O'Hare)

**REPORT OF SUB-COMMITTEES**

**MOTION:** by Mr. Morin, seconded by Mr. Boutin to approve the August 20, 2015 Building Committee meeting report.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. LeMay)

**ADJOURN**

**MOTION:** by Mr. Tatseos, seconded by Mr. O'Hare to adjourn the meeting at 8:40 p.m.

**ROLL CALL VOTE:** 7 Yes, 1 Absent (Mr. LeMay)

Respectfully submitted,

  
Cheryl Gosselin  
Recording Secretary