



GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

August 29, 2024 – 6:30 P.M.

CALL TO ORDER

Chairman Sheehan called the meeting to order at 6:33 p.m.

ROLL CALL

Members

Present: Mr. LeMay, Mr. Gitschier, Mr. Bahou, Mr. Morin, Mr. Richardson, Mr. Hogan (remote), Mr. Sheehan

Members Absent: Mr. Nocco

Also

Present: Jill Davis, Superintendent-Director
Michael Barton, Assistant Superintendent/Principal
Tracy Encarnacao, Director of School Counseling & Health Services
Lisa Martinez, Director of Technology, Enrollment & Information
Ariana Arfanakis, Math & Science Cluster Chair
Recording Secretary

PUBLIC APPEARANCE

There was no public appearance.

SCHOOL COMMITTEE COMMUNICATIONS

There were no School Committee communications

REPORT OF STUDENT REPRESENTATIVE

Chairman Sheehan informed the members that there was no report of the Student Representative. A new Student Representative for the school year is being selected and anticipates he/she will be at the next meeting.

APPROVAL OF MINUTES

MOTION: by Mr. Bahou, seconded by Mr. Gitschier to approve the minutes from the meeting of June 20, 2024.

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

REPORT OF DISTRICT TREASURER

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

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

MOTION: by Mr. Gitschier, seconded by Mr. Richardson to approve expenditures for the sum of \$9,783,902.55 allocated as follows:

| | | | |
|-----------------|------------------|----------------------------------|--------------|
| Warrant 2132B | dated 06/28/2024 | Payroll # 961 | 462,622.32 |
| Warrant 2133A | dated 07/12/2024 | Payroll # 963 | 477,274.78 |
| Warrant 21333-B | dated 07/26/2024 | Payroll # 965 | 507,338.77 |
| Warrant 2134A | dated 08/09/2024 | Payroll # 967 | 385,817.28 |
| Warrant 2134B | dated 08/23/2024 | Payroll # 969 | 421,836.59 |
| Warrant 2132-1 | dated 06/21/2024 | Accounts Payable FY24 | 446,452.15 |
| Warrant 2133 | dated 07/01/2024 | Accounts Payable (1050) | 1,902,443.00 |
| Warrant 2133-1 | dated 07/03/2024 | Accounts Payable FY24 | 420,357.92 |
| Warrant 2133-3 | dated 07/03/2024 | Accounts Payable FY25 | 281,703.83 |
| Warrant 2133-7 | dated 07/03/2024 | Accounts Payable | 813.83 |
| Warrant 2133-9 | dated 07/08/2024 | Accounts Payable | 878.55 |
| Warrant 2133-2 | dated 07/19/2024 | Accounts Payable FY24 | 329,273.29 |
| Warrant 2133-8 | dated 07/19/2024 | Accounts Payable FY25 | 536,133.00 |
| Warrant 2134-1 | dated 08/02/2024 | Accounts Payable FY24 | 236,932.22 |
| Warrant 2134 | dated 08/02/2024 | Accounts Payable FY25 | 752,968.94 |
| Warrant 2134-5 | dated 08/16/2024 | Accounts Payable FY24 | 158,287.97 |
| Warrant 2134-2 | dated 08/16/2024 | Accounts Payable FY25 | 372,026.61 |
| Warrant 2134-3 | dated 08/30/2024 | Accounts Payable FY25 | 360,760.89 |
| Warrant 2134-9 | dated 08/30/2024 | Accounts Payable FY24 | 188,209.91 |
| Warrant 2133-4 | dated 07/03/2024 | Sales Use/Meals Tax June 24 | 284.81 |
| Warrant 2134-7 | dated 08/16/2024 | Sales Use/Meals Tax July 24 | 337.04 |
| Warrant 2133-5 | dated 07/03/2024 | Mass Bay Health July 24 | \$762,695.27 |
| Warrant 2134-4 | dated 08/02/2024 | Mass Bay Health August 24 | \$769,887.72 |
| Warrant 2133-6 | dated 07/19/2024 | Lowell Five Cr Card Fees June 24 | 889.67 |
| Warrant 2134-8 | dated 08/16/2024 | Lowell Five Cr Card Fees July 24 | 7,676.19 |

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

REPORT OF GENERAL COUNSEL

There was no report of general counsel.

REPORT OF SUPERINTENDENT-DIRECTOR

Superintendent Davis began by welcoming everyone to another school year and asked Assistant Superintendent/Principal Michael Barton to the table to provide a brief introduction of the newly hired Administrator to the committee. Assistant Superintendent/Principal Barton announced the new Math & Science Cluster Chair – Ariana Arfanakis and provided biography highlighting her educational experiences and previous employment background.

Superintendent Davis informed the committee that Greater Lowell Tech was once again awarded WIOA In-School Youth Services funds from the MassHire Greater Lowell Workforce Board in the amount of \$63,144 to provide services to twenty-five (25) in-school at-risk youth.

Superintendent Davis informed the committee that Greater Lowell Tech has once again been awarded the Whole Kids Garden Grant in the amount of \$3,000. The funds will be used to support our school community garden supported by the students in the Transitional Occupations Program.

Superintendent Davis asked for the Chairman’s approval to go out of order on the agenda items and move item #4 to the end of the report. With no objections, Superintendent Davis asked Assistant Superintendent/Principal Michael Barton to join the meeting to present and review the proposed 2024-2026 Bullying & Prevention Plan and Substance Use Prevention & Education Plan, as well as revisions to the 2024-2025 Student Handbook.

Mr. Barton provided a summary of the proposed changes for each individual item, providing clarification and answering questions before asking for their approval.

MOTION: by Mr. Bahou, seconded by Mr. Gitschier to approve the 2024-2026 Bullying & Prevention Plan.

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

MOTION: by Mr. Bahou, seconded by Mr. Richardson to approve the 2024-2026 Substance Use Prevention & Education Plan.

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

Assistant Superintendent/Principal Michael Barton asked the Director of Counseling & Health Services – Tracy Encarnacao to join the meeting to present and review the proposed Title IX Sex-Based Harassment Policy.

Ms. Encarnacao presented the proposed policy to the Committee members, providing a complete breakdown of the language changes recently made as a result of updates provided by the state and answering questions before asking for their approval. Ms. Encarnacao added that the changes were mainly to provide clarification and strengthen language that already exists, noting that a lot of the changes made were already in place at Greater Lowell and being followed. Changes made included definitions and strengthening language, some of which included language around confidentiality, as well as the addition of new language around de minimis harm, language to support parent rights and

strengthens parents' rights to act on behalf of their minor students, as well as updating the Non-discrimination statement to be reflective of the current government regulations.

MOTION: by Mr. Morin, seconded by Mr. LeMay to approve the Title IX Sex-Based Harassment Policy.

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

Assistant Superintendent/Principal Barton returned to the table to provide a brief summary of the proposed changes to the 2024-2025 Student Handbook, noting that the changes made were to align the handbook with the new information presented in the Title IX Sex-Based Harassment Policy.

MOTION: by Mr. Gitschier, seconded by Mr. Morin to approve the revised 2024-2025 Student Handbook.

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

For the last item on the Superintendent's report, Superintendent Davis invited Lisa Martinez, the Director of Technology, Enrollment and Information to speak to the committee members regarding the Acceptable Use Policy for Digital Information, Communication, and Technology Resources. Ms. Martinez informed the Committee members that a good portion of the language in the proposed policy is from the new tech policies outlined in the December 2023 Mass Assoc of School Committees policies. Ms. Martinez highlighted key points, some of which included security and access, digital citizenship instruction that aligns to the frameworks, district provided email addresses, data subject to review, compliance, consequences for violations, as well as new pieces surrounding social media guidelines. Ms. Martinez added that this policy will also be reviewed annually by the Director of Technology, Enrollment & Information and the Superintendent.

MOTION: by Mr. Bahou, seconded by Mr. Gitschier to approve the Acceptable Use Policy for Digital Information, Communication, and Technology Resources.

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

Ms. Martinez informed the committee that Greater Lowell has a newly refreshed website and highlighted some of the updates. This included having more accessibility for the users to provide easier access for the parents, students and community. In addition, it showcases all the great things that we're doing at Greater Lowell and includes more videos and images, ultimately making it friendlier.

REPORT OF BUSINESS MANAGER

School Business Administrator Mr. Knight provided the committee with a breakdown and explanation of the budget transfer request and asked for approval totaling in the amount of \$330,099.

MOTION: by Mr. Bahou, seconded by Mr. Gitschier to approve the budget line item transfers.

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

Mr. Knight's last item on his report was to provide an update on the building expansion project to the committee members. Mr. Knight noted the project is not complete as intended for the beginning of the school year and provided an explanation as to the reasoning behind the delay in the project. He noted that with modular construction, the general contractor has the responsibility of having the foundation engineered to meet the load of the building and have general parameters to follow for what the building needs for code, but they are responsible for the design. He informed the members that weekly construction meetings began in February and conversations have been had about where the structural plan is, where the engineering behind it is, and unfortunately, didn't come to fruition yet. In addition, about two weeks ago, the general contractor fired their engineer and hired someone new who is now working more collaboratively and quickly with our architects. There is now currently a draft and calculations are being run; however, there is a way to go on the reporting end of the approval side, but appears to be moving now a bit more expediently. Mr. Knight added the buildings are in the City of Lowell already in a storage yard and will be approximately six (6) weeks until the buildings are moved here. After the drawings are approved, it will take a couple weeks for permitting and then after permitting the foundation should be going in. Additionally, it is estimated to be about two to three months after the buildings are on site to have them fully fabricated. As a result, completion is anticipated to be late December or January optimistically. Mr. Knight added they have been put on notice about liquidated damages that we're not going to be paying full price due to the missed deadline by six months. Mr. Knight also confirmed with the grants office that funding already budgeted wasn't in danger and is still in place.

OLD BUSINESS

Outstanding Items from Previous Meetings

1. Superintendent's Wall (O'Hare)
2. Building Security (Sheehan)

NEW BUSINESS

There was no new business.

COMMITTEEPERSON MOTION

There were no committeeperson motions.

REPORT OF SUB-COMMITTEES

Chairman Sheehan asked for a motion to approve the Building Expansion Committee report from the June 20, 2024 meeting.

MOTION: by Mr. Gitschier, seconded by Mr. Richardson to approve the Building Expansion Committee minutes of June 20, 2024.

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

EXECUTIVE SESSION

Chairman Sheehan requested a motion to enter into Executive Session pursuant to M.G.L. c. 30A, Section 21(a)(2) – to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Non-contractual LPN personnel.

MOTION: by Mr. Morin, seconded by Mr. LeMay to enter into executive session.

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

Chairman Sheehan announced there may be a potential vote on ratification discussed during executive session; therefore, the committee would be returning to open session.

The meeting ended to go into Executive Session at 7:14 p.m. with 7 present (1 absent, Mr. Nocco).

The meeting reconvened at 7:24 p.m. with a roll call vote of 7 present (1 absent, Mr. Nocco).

MOTION: by Mr. Morin, seconded by Mr. Richardson to increase the hourly pay rate for the LPN Support staff to \$40.00 per hour.

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

ADJOURN

MOTION: by Mr. Morin, seconded by Mr. Gitschier to adjourn the meeting at 7:25 p.m.

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

Respectfully submitted,



Colette Edmonds
Recording Secretary

Meeting Documents:

Meeting Notice

Agenda

Minutes for Approval: June 20, 2024

Copy of WIOA Grant Award Letter

Copy of Whole Kids Garden Grant Award Notification

Copy of proposed Acceptable Use Policy for Digital Information, Communication, and Technology Resources

Copy of revised Title IX Sex-Based Harassment Policy

Copy of 2024-2026 Bullying & Prevention Plan

Copy of 2024-2026 Substance Use Prevention & Education Plan

Copy of revised 2024-2025 Student Handbook