

GLTS

Greater Lawrence Technical School

**DISTRICT COMMITTEE
MEETING MINUTES
MEETING #1733
NOVEMBER 13, 2018**

The Regional District Committee met in a regular meeting on November 13, 2018 at 6:00 PM at Greater Lawrence Technical School, 57 River Road, Andover, MA 01810.

Members Present:

Leo Lamontagne	Lawrence	Chairperson
Marilyn Fitzgerald	Andover	Vice Chairperson
Gary Mannion	Lawrence	Assistant Treasurer
Russell Bourassa	Methuen	
Barbara Grondine	Methuen	
Frank Rossi	North Andover	

Members Absent:

Stephany Infante	Lawrence
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Others Present:

John N. Lavoie	Superintendent-Director
Elizabeth Freedman	Assistant Superintendent-Director/Principal
Maria Silva	School Business Administrator
Gerry DiStefano	Treasurer
Susan Lally	District Recorder

1. CALL TO ORDER

Chairman Lamontagne called the meeting to order at 6:00 PM with a pledge of allegiance and a moment of silence. He asked members to remember those who protect us around the world.

2. EXCEPTIONAL REGGIE (Principal's Report-changed order of agenda)

Supt. Lavoie presented a certificate to Emilio Pena Trejo, a senior student in Machine Technology for his outstanding contributions to the GLTS community.

a.) Career Area Share Out

MOTION: Ms. Fitzgerald moved to table until arrival of student, Alphy Gonzales.

2ND: Mr. Rossi

VOTE: Unanimous

#17615

3. MINUTES

MOTION: Ms. Fitzgerald moved to approve the minutes of October 9 and October 16, 2018.

2ND: Ms. Grondine

VOTE: Unanimous

#17616

4. FINANCE REPORT

a.) Cash Balance Report

Mr. DiStefano read the report into the record.

MOTION: Mr. Rossi moved to approve the Cash Balance Report as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#17617

b.) Consolidated Cash Reconciliation Report

No Discussion

c.) Revolving Fund Report

No Discussion

d.) Budget Report

One member stated she noticed a lot of spending on the Amazon Account and the Bank of America Credit Card. We used to be able to identify where the charges were made from such as a facility purchase or a shop purchase. A request was made if any purchases over \$10,000 could be identified where the charges were coming from. Ms. Silva will look into to see if a report can be generated.

e.) New Revolving Account for Landscape

Ms. Freedman explained what the new revolving account for landscape would be used for. Our Horticulture Department is growing herbs/plants and the proceeds would be put into this account. One member asked how they are starting up this fund. Ms. Freedman explained they will need no start-up money.

MOTION: Ms. Fitzgerald moved to approve the New Revolving Account for Landscape.

2ND: Mr. Bourassa

VOTE: Unanimous

#17618

5. COMMUNICATIONS

a.) Donations

Chairman Lamontagne reported the following donations to the school:

- Refrigeration fittings and components, donated by Mr. David Zagoppulods of Laconia, NH.

MOTION: Ms. Fitzgerald moved to adjust the agenda to have student Alphy Gonzales speak about her Career area.

2ND: Mr. Rossi

VOTE: Unanimous

#17619

Student, Alphy Gonzles showed a presentation about her career area which is Plumbing. She spoke about how the shop teaches more than just fixing a toilet. They learn how to do rough-ins, drainage, venting, water distribution, and gas piping in-houses and buildings. Last year the plumbing shop helped to build the new STEAM Academy. She reported that her first choice was Business Tech. She wanted to become a lawyer but after she went to Plumbing in exploratory, she realized that plumbing wasn't just about toilets. It was about construction and building and getting your hands dirty once in a while. It was about learning and having fun while doing your job. She mentioned that she has made incredible friends while in her Plumbing shop.

b.) Public Participation

Mr. Burke, President of Local 1707 gave a presentation on building stronger relationships. He reported concerns with health insurance changes, STEAM support staff and a need to deliver instruction and consistency with school semesters. In addition he spoke about concerns regarding teacher evaluations not being fair and consistent.

Ms. Lisa Cascio, Senior Public Relations Manager, Northeast Energy Efficiency Partnerships (NEEP), Business Tech Advisory Board member spoke on behalf of the Business Technology Advisory Council. The Council was surprised to hear the closing of Business Technology. They feel that Business Technology is the foundation of job

skills in this century. The council provided a packet to the committee prior to this meeting with support letters and material on the job market. It is their hope that there will be a thorough discussion, homework and debate before a decision is made. If the decision is to close the shop, they are asking if business technology could be incorporated in all shops as a mandatory part of the curriculum taught by Business Tech teachers.

Mr. Chery Victoria, Manager, Participant Services, Empower Retirement which is a sister company to Putnam Investments. He spoke on behalf of the Business Tech Shop and how the lessons taught there are still relevant in today's job market. Mr. Chery is an alumnus of Greater Lawrence Technical School, class of 1999. He employees and manages three registered brokers that are also alums and the product of Office and Business Technology Shops. They display superior work ethic and are productive members of his team and society. He stated that career paths that Business Tech caters to are very relevant to today's market and lays a solid foundation for graduates. He suggests that co-op placement and the quantity of freshman picking the shop should not be the primary statistics when making the decision to close the shop. He hopes that you will consider college placement and continuing education as well. He also referred to the packets that were given to the committee in hopes that they will read the information and consider the ramification of that decision knowing that a lot of graduates have come out of that shop and have developed a great base for the work environment.

6. REPORT OF THE SUPERINTENDENT-DIRECTOR

a.) Attorney's Projects

Supt. Lavoie reported that as a result of high attorney costs last year, that once a month he would give the committee a breakdown of all the projects that the attorneys are working on.

- **LED Lighting Finance contract**

Supt. Lavoie reported that the attorneys are still working with the Department of Energy to ensure proper procurement was utilized. He explained that there were outstanding issues on getting answers on if we had to go out for an RFP to obtain financing for the lighting project. It was a million dollar project in which \$250,000 was a grant from the electric company and additional \$200,000 with no interest and the remainder was a lease from a finance company. The attorneys had to sign off on a document saying we followed the procurement laws and they were not comfortable until we got an answer from the Department of Energy. We spent months developing the procurement for the lighting project through an energy audit. We have been waiting at least six weeks to hear from the contact at the Department of Energy who handles the legal aspects of the procurement law. We have called several times; the attorneys additionally have called several times. Supt. Lavoie stated that he reached out to our Representative to help us get in touch with their attorney. Once we did, their attorney still did not have an answer. Consequently, we decided to go out for an RFP.

- **Discrimination Case**

Supt. Lavoie reported that we are still waiting for a final decision from the Office of Discrimination. It has been going on for one year and four months.

- **Merrimack Field Contract**

Supt. Lavoie reported that the contract was received last week and we are trying to finalize the contract

- **Lobby efforts for field funds from state**

Supt. Lavoie reported that we are still working with the state to finalize the funds. Still trying to get an answer from the state but he never received a call back.

Discussion: One member asked how much we budgeted for the attorney's fees and how much did we spend. Ms. Silva stated that we spent \$182,000 dollars in attorney's fees but did not know off the top of her head what it was budgeted for.

b.) STEM Symposium Event

Supt. Lavoie updated the Committee on a request to deliver the program at GLTS by Mr. Radhames Nova, President and CEO at Junior Achievement of Northern New England. We hosted a symposium which included five high schools. We got involved because of our STEAM Academy and promotion of our STEAM programs. It gave us the opportunity to advertise some of the work we are doing at our school. It gave an opportunity for our students to

interact with other students. We brought in corporations and other business to give the young people the opportunity to get together and talk about the programs.

Discussion: One member suggested that they would like to be informed about upcoming events like this.

c.) Thanksgiving Football Game Change

Supt. Lavoie updated the Committee on the Thanksgiving Football Game change. It is on Wednesday, November 21, 2018 at 6:00 PM. We were asked to move it to Wednesday night under the lights to give families time to be together on Thanksgiving.

d.) October 1st Report

Supt. Lavoie reported to the Committee on how many students are reported on the October 1, 2018 report.

e.) Commissioner of Education Discussion Regarding Lawrence High Project

Supt. Lavoie updated the Committee on Jeff Riley, Commissioner of Elementary and Secondary Education comments at the MAVA Fall Workshop. Each year MAVA has workshops to promote new types of learning. Commissioner Riley was very complimentary of our school and highlighted that he helped develop and promote us and would like to support pursuing young people to access more vocational students.

f.) AFFOA Equipment Update

Supt. Lavoie reported to the Committee that AFFOA has approved the purchasing of the following equipment that was presented in the packet to begin the construction of the new Advanced Fabric Research Center. The research center will be located in the old Graphics Shop location. That was the reason we moved graphics.

g.) Administration Medications Policy Form Change

Supt. Lavoie asked for approval of the "Standing Orders Form" that has been changed. The NARCAN dosage was changed from 2mg to 4 mg.

MOTION: Ms. Fitzgerald moved to approve the "Standing Orders Form"

2ND: Mr. Mannion

Discussion: One member asked why the dosage change. Supt. Lavoie stated it was signed off by our MD.

VOTE: Unanimous

#17620

h.) Out of State Travel

Supt. Lavoie is requesting out of state travel for:

- Brenda Coady to attend Trauma Informed Mindfulness:
Understanding Trauma Children and Teens in Dover, NH on November 16, 2018
- Juan Nieves and Wrestling Team to attend John Marshall Hall of Fame Duals in Merrimack, NH on January 19, 2019
- Lindsay Gangi and Mary Gallant to attend Rivier University's School
Nursing Program Fair in Nashua, NH on November 30, 2018

MOTION: Ms. Fitzgerald moved to approve the Out of State Travel Requests

2ND: Mr. Rossi

VOTE: Unanimous

#17621

g.) Monthly Events

Supt. Lavoie reported to the committee about the Thanksgiving football game. He stated that he will be having this on his agenda the first meeting of every month to inform the committee of those months' happenings.

7. REPORTS OF COMMITTEES

8. OLD BUSINESS

a.) Open House Report

Supt. Lavoie reported that the open house for the 2018-2019 school year was a success. There were so many people here and the teachers and staff were outstanding. Our students that were present were speaking to potential students and parents. There was lots of discussion between parents and staff. They were impressed with our equipment and what we teach our students. The two hour timeframe was good and people were waiting outside the school before 12:00. It was extremely successful and our largest ever.

b.) Pancake Breakfast

One member wanted to thank Supt. Lavoie, the culinary department and GLTS for allowing us to host a pancake breakfast at the last minute prior to the open house in the Four Winds. Over 200 veterans were served breakfast. The venue that was hosting the breakfast could not accommodate the breakfast this year due to the Columbia Gas Crisis.

c.) Basket Donation

One member wanted to thank Supt. Lavoie and GLTS for the basket donation. It was wonderful and created a lot of tickets bought for that basket.

d.) Admissions Applications

One member asked if there was a way on the admissions application to put if you are a student of alumni. Supt. Lavoie explained that the application process is set by the state.

e.) Edison Chae's Contract

MOTION: Mr. Rossi moved to move the approval of Edison Chae's Contract to Executive Session.

2ND: Mr. Mannion

VOTE: Unanimous

#17622

9. NEW BUSINESS

10. PERSONNEL CONSIDERATIONS/REPORT

a.) Resignations

- Dominique Geneus, STEAM/Engineering Instructor, effective October 31, 2018, date of hire was March 20, 2017

b.) Leaves of Absence

- Dental Instructor, FMLA/Medical, effective October 9, 2018 on/about November 13, 2018
- Social Studies Teacher, FMLA/Maternity, effective, on or about April 11, 2019 and will return for the start of the school year 2019-2020
- English Teacher, FMLA/Maternity, effective December 17, 2018
- English Teacher, FMLA/Maternity, effective November 13, 2018
- Athletic Director/Parental Leave, effective November 5, 2018
- Special Ed Teacher/Parental Leave, effective November 18, 2018

c.) Retirements

d.) Appointments

- Peter Flink, STEAM/Engineering (LTS), effective November 1, 2018
- Claudia Beltran, change from Paraprofessional to Math Teacher, effective November 5, 2018
- Robert Keen, Carpentry Instructor, change to permanent status from LTS, effective October 29, 2018
- Kerri Coggsell, Sub Teacher Coordinator/Library Tech Service Assistant, (combined positions), effective October 29, 2018
- Polly Ingraham, English Teacher, (LTS), effective November 6, 2018 for the duration of English Teacher's maternity leave

e.) Job Postings

- Information Technology Instructor/Computer Science, evening school, effective January – June 2019, new position.
- On call Certified Lifeguard, for rental events as needed, effective as needed, \$20/hour
- Graduate Follow Up Survey Calls (2 people), two clerical unit members are needed to work after hours to contact recent graduates, up to 30 hours each, effective October 29 – November 23, 2018, annual position
- Information Technology Instructor/A+ Certification for evening school, effective January-June, 2019, new position
- Bilingual Paraprofessional (Long Term Substitute), effective (2018-2019), replacement
- Part-Time Custodian, as needed to cover absent custodian, effective November 1, 2018, replacement
- Registration/Support: Reggies on the Move, effective immediately, \$20/hour for 2 hours per week, annual position
- Paraprofessional to support students with special needs who are participating in the “Reggies on the Move Program”, effective immediately, annual position

MOTION: Ms. Fitzgerald has moved to approve the job postings as presented.

2nd: Mr Rossi

VOTE: Unanimous

Discussion: One member asked about the Information Technology Instructor/Computer Science job posting. Supt. Lavoie explained that it is a new career the governor is moving towards supporting apprenticeship. This class is in order to support his initiatives.

#17623

11. FUTURE AGENDA ITEMS

12. EXECUTIVE SESSION

MOTION: Ms. Fitzgerald moved to enter into executive session at this time for contract discussions.

2ND: Mr. Rossi

VOTE:

Roll Called by District Recorder

Mr. Bourassa	Yes
Ms. Fitzgerald	Yes
Ms. Grondine	Yes
Ms. Infante	Absent
Mr. Mannion	Yes
Mr. Rossi	Yes
Mr. Lamontagne	Yes

#17624

ENTER EXECUTIVE SESSION

ENTER OPEN SESSION

MOTION: Mr. Lamontagne moved to adjust the school committee date in December to have one meeting on December 11, 2018.

2ND: Mr. Rossi

VOTE: Unanimous

#17627

a.) District Committee Meetings

Supt. Lavoie requested a district committee meeting time change for January 8, from 6:00 to 7:00 PM to allow committee members to attend the general advisory board meeting that starts at 5:00 PM.

MOTION: Ms. Fitzgerald moved to adjust the time of the January 8, 2018 meeting to start at 7:00 PM

2ND: Mr. Rossi

VOTE: Unanimous

#17628

b.) Chapter 32, Article 19

MOTION: Mr. Bourassa moved to advise the administration to go into Chapter 32, Article 19 concerning the health insurance plan design and to opening up the agreement

2ND: Ms. Fitzgerald

VOTE: Unanimous

#17629

13. ADJOURNMENT at 8:15 PM.

MOTION: Ms. Fitzgerald moved to adjourn.

2ND: Ms. Grondine

VOTE: Unanimous

#17630

Respectfully Submitted:



Susan Lally
District Recorder

Minutes Reviewed:



John N. Lavoie
Superintendent-Director