

GLTS

Greater Lawrence Technical School

**DISTRICT COMMITTEE
MEETING MINUTES
MEETING #1743
MARCH 5, 2019**

Members Present: Leo Lamontagne Lawrence Chairperson
Marilyn Fitzgerald Andover Vice Chairperson
Garry Mannion Lawrence Assistant Treasurer
Russell Bourassa Methuen
Barbara Grondine Methuen
Stephany Infante Lawrence
Frank Rossi North Andover

Members Absent:

Others Present: John N. Lavoie Superintendent-Director
Gerry DiStefano Treasurer
Elizabeth Freedman Principal
Maria Silva Business Manager
Leah Markham Student
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. MINUTES

MOTION: Ms. Fitzgerald moved to approve the minutes of February 19, 2019.

2ND: Mr. Rossi

VOTE: Unanimous

#17701

MOTION: Ms. Fitzgerald moved to adjust the agenda at this time to have Attorney Wayne Simmons report on the easement.

2ND: Mr. Rossi

VOTE: Unanimous

#17702

3. REPORT OF THE SUPERINTENDENT-DIRECTOR

b.) Easement

Supt. Lavoie reported that at the last District Committee meeting a document was given to them to review the agreement between Greater Lawrence Technical School and the town of Andover in which we will be providing an easement in exchange for use of the docks and boat house down by the river once the project is completed. One member reported that she read the entire document but wished that there was a map or diagram for her to see. Attorney Simmons provided the Committee with a map. He reported that there are two parts to this. The first part is a deed swap in which we are swapping a small parcel of land located at the left front part of the school for a parcel of land adjacent to it. The second part is that Heffron Way ends at our property and we need to get it to the river. In order to do this, we will be giving the town a small strip of land in exchange for use of the docks and boat house in which GLTS has agreed to assist the town in building. One member asked if the deed swap was permanent because the easement was for twenty five years. Attorney Simmons explained that the deed swap was permanent and the

reason the easement was for twenty five years, is that the town did not want to give us access to the boathouse and docks for more than that. We in return, would only give them twenty five years on the easement. One member asked about if GLTS will assist the town in building the boat house and would be responsible for the cost. Attorney Simmons reported that we will only be assisting and will not be responsible for anything else. Supt. Lavoie reported that there is a steel structure in place now which is still good. The town will hire an architect to do the structural design and we will assist with the framework, walls and roof if needed. One member asked how many spaces are designated to us. Supt. Lavoie stated that there will be four spaces and we will have full use of the dock. The four spaces are for the use of our four communities if they are seeking to have a crew team. The spaces will belong to Greater Lawrence Technical School and we can utilize them how we want. One member asked if the town was going to maintain the road and Attorney Simmons stated that they are. One member asked if the school would lose parking spaces out front, but would gain spaces out back. Supt. Lavoie reported that we will not be losing any parking spaces. This agreement will benefit our communities and the citizens of Andover who have wanted this for many years.

MOTION: Ms. Fitzgerald moved to approve the easement

2ND: Mr. Rossi

VOTE:

Roll Called by District Recorder

Mr. Bourassa	Yes
Ms. Fitzgerald	Yes
Ms. Grondine	No
Ms. Infante	Abstain
Mr. Mannion	Yes
Mr. Rossi	Yes
Mr. Lamontagne	Yes

#17703

4. FINANCE REPORT

a.) Cash Balance Report

Mr. DiStefano read the report into the record.

MOTION: Ms. Fitzgerald moved to approve the Cash Balance Report as presented.

2ND: Mr. Bourassa

VOTE: Unanimous

#17704

b.) Consolidated Cash Reconciliation Report

No Discussion

c.) Revolving Fund Report

No Discussion

d.) Budget Report

Discussion: One member asked about the \$20,104 payment on the warrant to MIT. She looked it up and it was for AFFOA. She stated that her understanding was we were getting money from AFFOA and not paying out. Principal Freedman reported that we will be getting the money back from AFFOA funds.

e.) Preliminary Budget Report

Chairman Lamontagne asked the Committee to review the budget and to call Ms. Silva or Supt. Lavoie, if they have any questions before the next meeting.

5. COMMUNICATIONS

a.) Donations

- \$10,000 was received from Strauman, for STEAM. This was brought in by Edison Chae.

b.) Articles

c.) Public Participation

None

REPORT OF THE SUPERINTENDENT-DIRECTOR (continued)

a.) Admissions Policy/Denial and Waitlisted Letter

Supt reported that the policy has been changed to be better aligned with the appeal letters that are sent out to parents. One member stated that she noticed we removed the thirty days from both the policy and the letters. Supt. Lavoie reported instead of asking for an appeal in writing within thirty days, they can now call the Guidance Office. The process of appeal stated in the policy and letters are much clearer for students and parents to understand. It states that at the end of the school year, a student may submit their final grades, attendance and discipline reports for reconsideration. If they made significant progress, they will have the opportunity to meet with the Director of Admissions and Counseling for further consideration. If denied, they can pursue a final appeal with the Principal. One member asked if we would consider a candidate if the appeal is in August. Supt. Lavoie reported that we do review applicants in the summer. One member asked if we could review other areas of the Admissions Policy. Chairman Lamontagne stated that the intent was to vote on the letters and section nine: Review and Appeals, but would answer any questions. One member asked about the wording in the section about school choice that states, nonresident applicants must submit an application. Supt. Lavoie reported that we do not take nonresident applicants right now, but we may at a later date, and would like to leave this in the policy. One member clarified that we vote on nonresident applicants annually. Supt. Lavoie reported that we can accept students from another district if their school does not offer a particular program and we do. The law states that their district will have to pay for that student. This is different than school choice. One member stated that the letters and policy is clear and precise and likes the changes and hopes this makes it easier for the applicant. One member asked about the application on our website and if a candidate can apply online. One member looked it up and reported that the form is online, but we cannot apply on line.

MOTION: Ms. Grondine moved to approve the denial/waitlist letters and Review and Appeals section of the Admissions Policy

2ND: Ms. Infante

VOTE: Unanimous

#17705

MOTION: Mr. Mannion moved to adjust the agenda to the student's report

2ND: Ms. Infante

VOTE: Unanimous

#17706

i.) Student's Report

Ms. Leah Markham gave an update of what is happening at GLTS. She reported that Machine Technology students recently took a field trip to DMG Mori, an international company that manufactures CNC machinery. Students were able to see first-hand the new technology being developed in their career area. On Wednesday, February 27th, the Greater Lawrence cheerleading and football teams went to Boston to be recognized by the State House for their win at the Vocational States. Kenny Florentino passed the three-hour Barbering State Board exam and obtained his professional license. The Reggie's Wrestling Team attended the first ever Girl State Tournament. Greater Lawrence brought four girls to the tournament and history was made. Class of 2021's Kyianna Dejesus dominated her weight class and earned the title "State Champ". She will go down as the first ever female state champion not just in our school but in MIAA history. The National Honor Society has chosen their yearly fundraiser to be pennies for patients. They will be collecting money to help those who have suffered from blood cancers. The money collected will be donated to the Leukemia & Lymphoma Society through their Pennies for Patients Program. The Greater Lawrence Varsity Coed Cheerleading Team will be advancing to the Massachusetts State Competition being held this Sunday March 10, 2019 at Tantasqua Regional High School. The eleven athletes of this team work very hard and performed well at last week's competition to earn them a 3rd place finish with top scores advancing them to represent the North Region at States. The Winter Sports Banquet will take place on Wednesday, March 6th, at 5:00PM. On Saturday March 2nd, the Interact Club, our Community Service Outreach program that works in conjunction with the Rotary Club, worked extremely hard on painting 5 rooms, hallways and shelving. Ashlin Reyes has been chosen as one of five finalists in the state for the CTE US Presidential Scholar's Program and will be

recognized at the MAVA General Meeting in Marlborough this Thursday, March 7, 2019. Additionally, Mariangel Ramos and Inaya Martinez, class of 2019, have passed their state boards for Cosmetology.

One member stated that although the girls' basketball team lost the state champion game on Sunday, they were remarkable and conducted themselves really well.

c.) Lighting Project

Supt. Lavoie reported that we are not complete yet but getting close to signing the agreement that will get the lighting company paid. We are close to resolving the difficult language that held us up with the leasing company. This should be signed by Thursday. We have been working on this since July, 2018.

d.) Organizational Chart (TABLED)

MOTION: Mr. Rossi moved to table the Organizational Chart

2ND: Ms. Infante

VOTE: Unanimous

#17707

e.) Report on STEAM

Supt. Lavoie reported on the STEAM Program and its revisions. The first bullet on the handout has the biggest impact; students will remain in their academic classes throughout the school year. One member asked if he could explain this. Supt. Lavoie reported that in the past, the ninth grade STEAM students at the end of their exploratory, which happens half way through the year, would get new academic teachers. They would be integrated into the STEAM Program. This change will have an impact of the number of students choosing this program and will simulate the rest of the programs and will have more consistency. Exploratory will go from three weeks to one week. One member asked if one week is enough time. Supt. Lavoie reported that the current students were anxious to leave because three weeks was too long. Supt. Lavoie reported on the cost savings to the program. No new positions will be added and we will be decreasing one position. The students staying in their academic classes will result in not adding more academic teachers. We may be able to shorten our professional development time next year and teachers will be teaching more periods. The student teacher ratio will be closer to more like a regular program. One member asked how many periods do they teach now and how many will they teach. Supt. Lavoie stated that they are teaching four periods a day but additionally work with teachers other periods. One member stated that because the program was not turning out the way she envisioned it, this is a step in the right direction. She was concerned several months ago on what we would be doing if the enrollment was low and she feels that we are listening and taking steps to encourage students to choose STEAM. Supt. Lavoie reported that Ms. Freedman and Ms. Panagiota Athinelis have spent countless hours on developing STEAM. Ms. Freedman reported that the ninth grade students did well on their MCAS and that the tenth grade students have taken ownership of their learning. Ms. Freedman reported that the next STEAM Exhibition is on Friday, March 15 and will send out an email of the time.

f.) Resubmittal of MSBA Project

Supt. Lavoie reported that last year we submitted a proposal and was turned down. Supt. Lavoie's request is to see if the Committee is still interested and still thinks this is something we should do. We would make the application a little stronger. The purpose is to put an addition on the school and upgrade the windows. We would update the masonry outside around the school and some repairing of the roof and hot top the parking lot. If the Committee is willing to do this, we will be able to take in another two hundred students if the project is approved. We have about 1,100 plus in applications and every year it continues to get larger. One member asked if we would be removing the hot top. Supt. Lavoie stated we would have an architect write up the specifications. One member stated that we cannot wait on some of the things on the list. Supt. Lavoie reported that the minor things will be taken care of this summer. One member stated by coming back it shows our intent that we need to do.

MOTION: Ms. Fitzgerald moved to approve the resubmittal of the MSBA Project

2ND: Mr. Rossi

VOTE: Unanimous

#17708

Discussion: One member asked about expanding the school. Supt. Lavoie reported that we are looking to add more Chapter 74 programs and to expand the small gym. We could use more space for physical education and during the winter months. One member asked if there is a dollar amount. Supt. Lavoie reported that the state will reimburse

us between seventy-five to eighty-five percent and the rest will be reimbursed from our communities.

g.) Parade

Supt. Lavoie reported to the committee they are invited to be part of the March 23rd St Patrick's Day Parade

h.) Principal's Report

None

6. REPORTS OF COMMITTEES

7. OLD BUSINESS

a.) District Committee Priorities

b.) Policy

8. NEW BUSINESS

9. PERSONNEL CONSIDRATIONS/REPORT

a. Resignations

b. Leaves of Absence

- STEAM/Math Teacher, Parental Leave, on/about March 21, 2019 to on/about April 22, 2019
- Social Studies Teacher, Maternity Leave, April 11, 2019 to the end of the school year
- Social Studies Teacher, Maternity Leave, April 29, 2019 to on/about the last day of school

c.) Retirements

- Kathleen Mulry, Special Education Specialist, effective May 27, 2019

d.) Appointments

- C. Julianna Posada, Dental Assisting, effective March 18, 2019, replacement position
- Jessica Artiles, Engineering Teacher, effective February 11, 2019, replacement

e.) Job Postings

- History 9-12 Curriculum Development, up to 10 faculty for review and revision of the History Department curriculum following ESE release of new standards requiring course realignment, up to 15 hours each, hourly per CBA, SY18-19, new position.
- Proctors, Freshman Assessment, 26 Teacher Proctors, 6 Registration Staff, 1 Parent Liaison, 1 Custodian, Saturday, May 4, 2019, Guidance Stipend
- (2) Summer 2019 Machine Tool Technology Instructors, 8 week adult training from July 8-August 30, 2019, 8:00am – 3:30 pm, Cohort of 12-14 trainees (pending enrollment)
- Science/Biology Teacher, SY 2019-20, New Position, Teachers CBA
- .6 ELA/.4 History Teacher, SY 2019-20, New Position, Teachers CBA
- (1) EL Teacher, SY 2019-2020, New Position, Teachers CBA
- (1) EL Para, SY 2019-20, New Position
- (2) Medical Assisting Teachers, SY 2019-20, New Position, Teachers CBA
- (1) Special Education Para, SY 2019-20,
- (1) Auto body Teacher, SY 2019-20, Replacement Position, Teachers CBA
- (1) School Psychologist, SY 2019-2020, Replacement Position, Teachers CBA
- (1) Masonry/Landscaping Teacher, SY 2019-2020, Replacement Position, Teachers CBA

MOTION: Mr. Rossi moved to approve the job postings as presented

2ND: Ms. Infante

VOTE: Unanimous

#17709

Discussion: One member asked about the Academy Supervisor's positions. Principal Freedman reported that it is on the list twice so we can remove this one. The two positions are (1) for STEAM, which we did not replace and (1)

for Construction. One member asked if we were losing our Construction Academy Supervisor. One member asked if the five new positions are already in the budget. Supt. Lavoie stated that it is. One member asked about the amount of job postings. Supt. Lavoie stated that some of them are replacements not filled and some are for teacher waivers.

- (1) Plumbing Teacher, SY 2019-20, Replacement Position, Teachers CBA
- (1) HVAC Teacher, SY 2019-20, Replacement Position, Teachers CBA
- (1) Physics Instructor, SY 2019-20, Replacement Position, Teachers CBA
- (1) Dental Assisting Teacher, SY 2019-20, Replacement Position, Teachers CBA
- (1) Math Teacher, SY 2019-20, Replacement Position, Teachers CBA
- (1) Metal Fabrication Teacher, SY 2019-20, Replacement Position, Teachers CBA
- (1) Machine Tool Technology, SY 2019-20, Replacement Position, Teachers CBA

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

2ND: Ms. Infante

VOTE: Unanimous

#17710

- (1) Mechatronics/Robotics & Automation Teacher, SY 2019-20, New Position
- (1) Automotive Teacher, SY 2019-20, Replacement Position
- (1) Coop Coordinator, SY 2019-20, Replacement Position
- (1) Construction Academy Supervisor, SY 2019-20, Replacement Position
- (1) STEAM Academy Supervisor, SY 2019-20, Replacement Position
- (1) Director of Career & Technical Programs, SY 2019-20, Replacement Position
- (1) Director of Career & Technical Programs/Curriculum, SY 2019-20, New Position

Discussion: Supt. Lavoie reported that the job description for Director of Career & Technical Programs/Curriculum was passed out as a handout. One member wants an explanation on why we need another administrative position. Supt. Lavoie reported that the position is an Academy Supervisor Position with additional responsibilities overseeing the curriculum for the career side of the house. This will provide expertise in development of the curriculum and to give the teachers better support. It will not be much more money for this position. One member asked how many other schools in the state have both those positions. Ms. Freedman reported that she was not sure but knows that some schools have curriculum positions similar to this. Supt. Lavoie reported that there is an enormous amount of curriculum having twenty shops with four levels. One member asked if we would see the two positions as equal. Supt. Lavoie reported that the salary would be the same, but the responsibilities would be different. They would be a step higher than Academy Supervisors. One member does not like calling both positions Director Positions. She would like one to be Assistant Director. Supt. Lavoie reported that we will relook at the two positions. One member thought we were creating another level. Supt. Lavoie reported that justification for the Director's level is that they have huge responsibilities. This will have a huge impact on growth and performance of the students.

MOTION: Mr. Rossi moved to approve the job postings as presented

2ND: Ms. Infante

VOTE: Unanimous

#17711

10. FUTURE AGENDA ITEMS

MOTION: Ms. Infante moved to go into Executive Session

2ND: Mr. Mannion

VOTE:

Roll Called by District Recorder

Mr. Bourassa Yes

Ms. Fitzgerald Yes

Ms. Grondine Yes
Ms. Infante Yes
Mr. Mannion Yes
Mr. Rossi Yes
Mr. Lamontagne Yes
#17712

ENTER EXECUTIVE SESSION

ENTER OPEN SESSION

12. ADJOURNMENT

Motion: Mr. Mannion moved to adjourn at 7:40 pm.

2nd: Ms. Fitzgerald

VOTE: Unanimous

#17715

Respectfully Submitted:



Susan Lally
District Recorder

Minutes Reviewed:



John N. Lavoie
Superintendent-Director