

GLTS

Greater Lawrence Technical School

**DISTRICT COMMITTEE
MEETING MINUTES
MEETING #1750
JUNE 11, 2019**

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

Members Absent:

Others Present: John N. Lavoie Superintendent-Director
Maria Silva Business Manager
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 May 28, 2019.

2ND: Mr. Bourassa

VOTE: Unanimous

#17778

3. FINANCE REPORT

a.) Cash Balance Report

Ms. Silva read the report into the record.

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

2ND: Mr. Bourassa

VOTE: Unanimous

#17779

b.) Consolidated Cash Reconciliation Report

No Discussion

c.) Revolving Fund Report

No Discussion

d.) Budget Report

Chairman Lamontagne reported that we met with the town of Lawrence and Methuen since our last District School Committee meeting. There were no issues

4. COMMUNICATIONS

a.) *Donations*

b.) *Articles*

- Adoni Jimenez, Greater Lawrence Rise in Tandem, Boston Globe, May 24, 2019
- And the Winners are...Game-Changing Community Partnerships Awarded Over \$300,000 at United Ways First Venture Fund Pitch Night, Presented by Aetna, United Way News, May 24, 2019

c.) *Public Participation*

None

d.) *Guest Speaker-Project Adventure*

Joe Belanger, Director of Operations and Matt Loy, Director of Challenge Course Installation and Design of Project Adventure reported they were asked to come tonight and give an overview and answer questions on Project Adventure and to address the concerns the Committee has with bringing it to our school. Project Adventure was founded in 1971 and is an innovative non-profit educational organization dedicated to supporting the development of social and emotional learning skills, physical health and wellness and safe learning communities. The RFP is for the ropes course which will add skills to what the students are already learning here at the school. Mr. Loy reported that the goal of having a challenge course is to provide a facility for the physical experience but is not the start of the program. We start with team building, group activities and problem solving then move towards the low elements which is facilitated by a trained facilitator and is the key difference between a challenge course and an adventure park or playground. The PE staff will be the trained facilitators of the course and will be trained on how to use the course safely and to direct participants towards the desired outcome. After participation in the low elements on the ground, they would have the opportunity to move to the high elements in which the participant is strapped into a belay device, similar to rock climbing. The participant climbs to a height of about 35-40 feet up and the challenge is both physical, mental and builds teamwork where more than one person is up high working on an element together. In collaboration with the PE Department, we selected a number of activities that will allow for that cooperative. One member asked what does a project like this do to the insurance liability. Mr. Belanger reported that Project Adventure has done a forty year safety study. Football, baseball, and soccer all have higher injuries than participating in a challenge course. Our primary clients are schools, universities and camps and I am unaware of any problems they have run into specifically. An insurance adjuster would more than likely see the risk as no more than an academic sport. We have over 400 clients per year. One member asked how many individuals we train. We will train up to 14 people which include the PE staff. Two individuals should be selected to attend additional workshops at our Beverly location to continue their training. Since the mid 2000's, Massachusetts has adopted an existing standard for the construction and operation of challenge courses that have been developed by the Association of Challenge Course Technical Standard regulating challenge courses and is being widely used throughout the country. This standard requires one manager at every course to show the state that it is being run by state levels. They are responsible to report documents to the state annually to show that the course is being run within state regulations. One member reported that we saw diagrams of the course and because we rent our facilities out, what can be done to make sure that it is not used without supervision. Mr. Loy reported that all courses are built with action prevention measures designed to be raised to a height of 12 feet and is posted with "no trespassing" signs. The lower elements are designed to be removed and taken away and locked up. The poles are designed with steps in them that start at 12ft. high. Some facilities elect to have a fence put around it. Without a 15 foot ladder leaned up against a pole, it will not be accessible. One member asked if this will be an elective or will all students be offered the opportunity to get involved. Supt. Lavoie reported that all students will be offered this but will not make any student that is uncomfortable do it. This is a challenge by choice and will not be forced. Mr. Loy reported that many students who do not want to participate can be involved in other ways by just holding the ropes. Most times by the end, they are willing to participate. One member wants to know if we have contacted our insurance. Supt. Lavoie reported that our insurance broker will contact Project Adventure directly if there is an issue. One member reported that she has heard wonderful things about Project Adventure and likes that it includes SEL. One member reported that when she was in college, we had to participate in activities that were similar. What she found was that students that did not want to participate were the cheerleaders for the students who participated. Mr. Belanger reported that we have the

benefit of having a full-time Director who has written the book "Guide for Challenge Course Operations. One member asked if many places have fences around them. Most facilities do not have fences, including courses that we have put in public parks. Some do put them in high traffic areas. One member asked how long the courses are good for. In this region, they last for about 25-30 years depending on the condition of the utility poles that are embedded in the ground. The bolts are designed to be outside. At about 15 years, repairs are usually made due to rust. We provide a two year warranty. The state requires annual inspections by a MA certified inspector. One member asked what the cost of an inspection is. It is around \$1,200 per year. Supt. Lavoie asked if they train inspectors. Project Adventure does not but there are certification programs that do. One member asked if the inspection cost was included in RFP. It is not included. Supt. Lavoie reported that he wants to sign the Merrimack College and State Contracts before moving forward with this.

5. REPORT OF THE SUPERINTENDENT-DIRECTOR

a.) Non-Representative Raises

Non-Representative Raises: 1.5% on July 1, 2019 and another .5% on June 30, 2020
Performance/Merit: 1% Proficient, 2% Exemplary

MOTION: Ms. Fitzgerald moved to approve the non-representative raises

2ND: Ms. Infante

VOTE: Unanimous

#17780

b.) Merrimack College Contract

MOTION: Ms. Fitzgerald moved to table the Merrimack College Contract

2ND: Ms. Infante

VOTE: Unanimous

#17781

Discussion: Supt. Lavoie reported that he will be on a call tomorrow with the attorneys to finalize the details of the contract.

c.) School Choice 2019-2020

MOTION: Mr. Mannion moved to vote no for School Choice

2nd: Ms. Fitzgerald

VOTE: Unanimous

#17782

d.) Greenhouse Pictures

State Field Contract still waiting for the changes to put the conservation restriction in the contract

e.) Recognize Retirees

Supt. Lavoie reported that Jane is retiring at the end of the school year. She has been employed at GLTS since 2001. She will be recognized at the MAVA Annual Banquet on June 26, 2019.

f.) Administrator's Summer Retreat

Supt. Lavoie reported that every summer the Administrators have a four day retreat in which they all focus on the upcoming school year. This year they will focus on the forthcoming visit from NEASC and the Accountability Assessment Review from the state. There are a lot of crossovers on these visits and we will be doing prep work and preparing for the visits. We will be putting our Professional Development together and do work around SEL for the upcoming school year, as well as activities with SEL. The retreat will be July 9-11, 2019.

g.) Capital Improvement Projects

Supt. Lavoie reported that we are only looking to get one project approved which is the intercom project. Ms. Fitzgerald reported that the amount for the project is in the Capital Improvement Budget. The cost is \$360,000 to put in a new building communications systems. The present system costs between \$6,000 and \$10,000 in repairs every year. The primary focus for the new system is safety related. The new system will be web-browser managed and any device with the proper credentials can configure and maintain. The clocks and speakers will have a strobe light alert for imminent danger. One problem is that we cannot hear in case of an emergency. The new system will

have the ability in a true emergency to shut down machinery so that everything can be heard. The clock face can scroll messages and on the fun side, morning messages. Each classroom will have the capability for emergency activation utilizing the teacher's master key that would set off an active alert in the building. This is looking ahead. The teacher can wear a microphone that can broadcast their voice across the room, not just for an emergency but for teaching. The Capital Improvement Committee approved to bring forward to this Committee. The first part would be the rewiring and will be done in house by our students over the summer. The bulk of the money would be spent on the devices. We have asked, Mr. Jacubec to research some places where we can see this in action. As a member of the Committee, I am very excited about this for safety reasons.

MOTION: Ms. Fitzgerald moved to approve the Capital Improvement Projects (Intercom)

2nd: Ms. Infante

VOTE: Unanimous

#17783

Discussion: One member asked if we are hiring our students for the summer to do the work. Supt. Lavoie reported yes. We will be hiring about 6-8 students. One member asked if this would be considered Co-op for students. Supt. Lavoie reported that yes, we will have IT and electrical students. One member asked about the microphone that teachers will have in their classroom. Ms. Fitzgerald reported that they will be used to teach too, not just in an emergency situation.

h.) Supt. Lavoie's Evaluations

Chairman Lamontagne reported Superintendent Lavoie's evaluation must be completed so that it can be compiled into one master evaluation which will be sent into the state. Committee members will see the final evaluation at the next District School Committee Meeting, June 25, 2019.

i) Principal's Report

1. 2019-2020 Student Handbook (Table)

MOTION: Mr. Mannion moved to table the 2019-2020 Student Handbook.

2nd: Ms. Infante

VOTE: Unanimous

#17784

2. Out of State Travel

Supt. Lavoie is requesting approval for Tony Sarkis and 18-22 students to attend Exeter High School in Exeter NH for a 7 on 7 Football Tournament on July 13, 2019

MOTION: Ms. Fitzgerald moved to approve the Out of State Travel for Tony Sarkis and 18-22 students to attend Exeter High School in Exeter NH for a 7 on 7 Football Tournament on July 13, 2019.

2nd: Ms. Infante

VOTE: Unanimous

#17785

3. Changes to Aquatics Handbook

MOTION: Ms. Fitzgerald moved to approve the Changes to the Aquatics Handbook as follows:

Change page 7 language to say "not to exceed 25 students".

(Red Cross says 1-25 students for teaching and State Law says 25 to 1 lifeguard)

2nd: Mr. Bourassa

VOTE: Unanimous

#17786

i.) STEAM Exhibition

The STEAM Exhibition will take place on Friday, June 14th at 9:00 in the STEAM area of GLTS. Students will be escorting guests at the front door.

j.) Credit for Life:

Supt. Lavoie reported that we have had so much interest in this event. We will have Representatives and Community Support during the fair. GLTS' first "Credit for Life Fair" will be held on Wednesday, June 12, 2019, 8:30-10:30 in the large gym at GLTS.

6. REPORTS OF COMMITTEES

7. OLD BUSINESS

a.) District Committee Priorities

No Discussion

b.) Policy

No Discussion

8. NEW BUSINESS

9. PERSONNEL CONSIDRATIONS/REPORT

a.) Resignations

b.) Leaves of Absence

- HR Director, June 5-July 5, 2019

c.) Retirements

d.) Appointments

e.) Job Postings

- Summer Transition Program, (1) Instructor and (1) ASD Specialist/SAC, Per Contract, July 8, 2019-August 1, 2019, Annual Position
- 2019-2020 Math Club Advisor, Local 1707 Contract, SY2019-2020, Annual Position
- English Learners Paraprofessional, (1) Paraprofessional for EL Program replacing CB's transfer to Math Dept., SY 2019-2020, Replacement Position
- Athletic Game Workers: Ticket Seller: \$50/game, Ticket Collector: \$50/game, Announcer: \$60/game, Scoreboard Operator: \$60/game, Security: GLTS Rate, Annual Position

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

2nd: Ms. Infante

VOTE: Unanimous

#17787

- Physical Education Instructor, 1 year position, Local 1707 Contract, Replacement Position
- Vocational Competency Committee, Up to 6 Career Area Teachers and Up to 8 hours each, Local 1707 Contract, Summer 2019, New Position
- (2) HVAC Instructors for Lawrence HS Partnership Program, Summer/Fall 2019, pending grant funding, New Position
- (2) Machine Tech. Instructors for Lawrence HS Partnership Program, Summer/Fall, 2019 pending grant funding, Annual Position
- (2) EL Paraprofessionals/Parent Liaisons for Lawrence HS Partnership Program, pending grant funding, Annual Position
- (1) Related/Technical Instructor for Lawrence HS Partnership Program, Summer/Fall, 2019, pending grant funding, New position
- (1) Graphics Instructor to create branding/marketing materials/marketing video, Summer 2019, Facilities Rentals, New position
- English Learner Liaison, Up to 6 Liaisons to support English Learners and the EL Program, SY 2019-2020, Title III Stipend, Annual Position
- Literacy Committee-Summer Work, Up to 6 Teachers to develop 19-20 Literacy Action Plan: 4 hours per person on 6/20/19, \$35.00 per hour, Annual Position

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

2nd: Ms. Infante

VOTE: Unanimous

#17788

10. FUTURE AGENDA ITEMS

One member reported that she would like to table the details on the purchasing of AEDs for the fields at our next meeting.

MOTION: Mr. Mannion moved to table the details on the purchasing of AEDs until the next meeting.

2nd: Ms. Infante

VOTE: Unanimous

#17789

12. ADJOURNMENT

MOTION: Mr. Mannion moved to adjourn at 7:00 p.m.

2nd: Mr. Rossi

VOTE: Unanimous

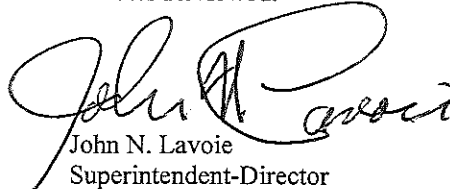
#17790

Respectfully Submitted:



Susan Lally
District Recorder

Minutes Reviewed:



John N. Lavoie
Superintendent-Director