



DISTRICT COMMITTEE
MEETING MINUTES
MEETING #1758
NOVEMBER 12, 2019

<u>Members Present:</u>	Leo Lamontagne	Lawrence	Chairperson
	Marilyn Fitzgerald	Andover	Vice Chairperson
	Frank Rossi	North Andover	Assistant Treasurer
	Russell Bourassa	Methuen	
	Barbara Grondine	Methuen	
	Stephany Infante	Lawrence	
<u>Members Absent:</u>	Garry Mannion	Lawrence	
<u>Others Present:</u>	John N. Lavoie	Superintendent-Director	
	Elizabeth Freedman	Principal-Assistant Superintendent	
	Maria Silva	Business Manager	
	Gerry DiStefano	Treasurer	
	Esmarlyn Vicente	Student Representative	
	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.

1. MINUTES

MOTION: Ms. Fitzgerald moved to approve the minutes of October 15, 2019.

2ND: Mr. Rossi

VOTE: Unanimous
#17861

3. 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. Rossi

VOTE: Unanimous
#17862

b.) Consolidated Cash Reconciliation Report
No Discussion

c.) Revolving Fund Report

Discussion: One member reported that we are doing a spectacular job with our rental account.

d.) *Budget Report*
No Discussion

4. COMMUNICATIONS

a.) *Donations*

- 2002 Jeep Grand Cherokee, valued at \$1,900.00 donated by Mr. Michael Ouellette, Methuen , MA
- 2004 Volvo S60, valued at \$950.00, donated by Ms. Lisa Gray, Andover, MA

b.) *Articles*

- “Which Massachusetts School Districts will get a cut of \$7.2M in Safety Grants, Boston 25 News, October 15, 2019
- “FSU Administers Grant Program” Local News, October 15, 2019
- “GLTS” Students fix car, donate it to woman in need, Eagle Tribune, November 4, 2019
- “Greater Lawrence Technical School Received \$100,00 Grant to Grow Career and Technical Education Partnership Programs”, Press Release, October 25, 2019
- GLTS Wins \$160K Clean-Energy Grant, Eagle Tribune, October 29, 2019
- GLTS Event for Staff, GLTS Graduate Releases a Sci-fi Children’s Book (Thursday, November 21, 10am-1pm, Reggie Café)

c.) *Public Participation*

None

5. REPORT OF THE SUPERINTENDENT-DIRECTOR

a.) *Student’s Report*

Student Esmarlyn Vicente read the student report. Nine students from the Culinary Program are part of a competition called ProStart. Their competition is in March and they have been meeting twice a week to plan the restaurant design and menu. The ladies volleyball team won the league title for the second year in a row with a 15-3 league record. They also made the Vocational and MIAA Tournaments for the second straight season. Kerry Ortiz (sophomore) won league MVP. Nataly Guzman (Senior) and Rob Calcano (Junior) made league all-star team. Coach Mahoney won coach of the year award for the second straight year. The graphic seniors are working with NILP (the Northeast Independent Living Program) in order to produce collateral materials that are accessible for people with disabilities, which provide exciting and important opportunities for graphic designers. Pre-Engineering seniors are working on some great projects this year. One project is building a machine for the Advanced Functional Fabrics lab in the STEAM area. The machine will allow students to create fibers embedded with electronic devices and wiring, which can then be woven into material for apparel. The other project they are working on is a partnership with 99 Degrees, an apparel company in Lawrence. 99 Degrees executives visited the school recently and were impressed with the design abilities of the students. They proposed a design project that will help them ramp up a production line by implementing new production tooling, designed by engineering students and made by Machine Tool Tech students. The Engineering seniors have already submitted design proposals to 99 Degrees, and we are moving forward. This is a great real-world design challenge for our students. They will benefit greatly by the partnership with 99 Degrees. Girls Soccer: CAC Champs (first time in school history); made MIAA State Tournament and hosted the game vs. North Reading - they lost but great season for the girls! Girls Volleyball: CAC Champs lost to Tewksbury in MIAA State Tournament. Qualified for State Vocational Tournament but lost to Greater New Bedford Cheering: CAC Co-Ed Champs. Moving on to Regionals on 11/17 at North Andover High School Boys Cross Country: CAC Champs. They came in first place at CAC meet last Saturday. D2 Race is this Saturday in Wrentham. Football: GLTS beat St Mary's in first round of playoffs and plays Manchester-Essex, Friday at 7:00pm. Athlete of the Month (September): Ivana Perez - Cross Country, Elainy Rivera - Soccer and Xavier Valentin- Soccer. Colleen Abdulla and Kathleen Clemente are planning to bring a group of Nontraditional students on a field trip on 11/13/19. We are going to The MA Girls in the Trade Conference and Career Fair at the IBEW Local 103 in Dorchester, MA. This full-day event provides an overview of opportunities, educational workshops, and encouragement for young women to continue a career pathway in the skilled trades.

b.) *Seacoast United Lease Agreement*

Supt. Lavoie reported that a draft copy of the lease agreement for Seacoast United has been given to the District Committee prior to this meeting for their review. There have been a few changes since the last time we had the

District Committee look at this. It will be a fifteen year lease and the rent for the base term shall be paid as follows: year 1, \$2,500.00 monthly and \$30,000.00 annually, year 2, \$3,333.33 monthly and \$40,000.00 annually, years 3-5, \$4,167.67 monthly and \$50,000 annually, years 6-10, \$5,000.00 monthly and \$60,000 annually, and years 11-15, \$5,416.67 monthly and \$65,000.00 annually. We would be meeting with Seacoast United every season to go over the schedule. GLTS will still take precedence over Seacoast United with use of our fields. If GLTS makes a tournament, we would have to rearrange the schedule to give GLTS the fields first. One member asked if Seacoast United meets all the insurance coverage for liability. Supt. Lavoie reported that they do and our insurance broker reviewed it. Supt. Lavoie reported that if the District Committee would like to take some more time to review this draft lease, we can vote at the next District Committee Meeting. One member is happy if our insurance agent and our attorney's reviewed this. One member reported a parent's concern on renting our pool and taking away from GLTS's student's time. She wants to make sure that this does not happen with our fields. Supt. Lavoie reported that it clearly states in our lease, that GLTS will have precedence over our fields. One member would like GLTS to look into the rental of the pool. Supt. Lavoie reported that he will.

MOTION: Mr. Rossi moved to approve the Seacoast Lease Agreement.

2ND: Ms. Infante

VOTE: Unanimous

#17863

Discussion: One member reported that we did have a situation two years ago with the renting of our pool and has been resolved. One member asked if we could check and make sure it is not happening again. Supt. Lavoie reported that he will check on it and make sure that it does not happen. If it is an issue, we will have our Athletic Director look into it.

c.) Update on Phase II and III of the Field Project

Supt. Lavoie reported that Phase II is about ninety percent completed. We still need soccer lines but will now hold off until the spring. The scoreboard and the sound system have a separate contract and still needs to be done. We have a list of issues that need to be addressed with the turf. We will hold some of the funds until these things are completed. Merrimack College seems very happy with the outcome. Phase III's RFP went out to bid three weeks ago. The opening of the bids is Thursday, November 12, 2019. We will look into the number and will review what money is left from the state. Supt Lavoie reported that he suspects the bid will come in at about \$700,000 but will look at everything to cut a few things and get it down to around \$400,000. It will be started immediately after the District Committee awards the contract. If we are not happy with the low bidder, we will bring it to the District Committee. This process has to be completed by Aug 1, 2020 which is the deadline to spend the money from the state.

d.) Open House

Supt. Lavoie reported that the open house was very successful. There was an enormous amount of people. The teachers, administration team did an amazing job. The school was very clean and well organized. There were great projects and resources throughout the school. Some of our current students spoke to potential students and many parents were very impressed. The staff and students did a tremendous job representing who we are as a school. Due to the number of people, we expect our applications will be higher for next year. We hope to hear about the School Building Extension by mid-December and if approved, we will work with our communities. We would like to take in about another 400 students. One member asked about the prior meeting in which we suggested hiring another staff member to help with the application process. Supt. Lavoie reported that our new Guidance Director may have some ideas about admissions and before hiring another staff member, we wanted to give her some time to see her recommendation. We will keep the District Committee updated when we have additional information.

e.) November/December Calendar

No Discussion

f.) Attendance Report

Supt. Lavoie reported that a handout that shows a comparison of attendance for the past three years has been given to the District Committee to review. The report shows that the 9th, 10th and 11th grade student's absences have increased over the past two and three years. We only have data for 12th grade for one year. Supt. Lavoie reported that he and Ms. Freedman have been talking about ways to change the trend and to keep the students in school. Supt. Lavoie will have the Director of Discipline attend one meeting after the holidays to give the District Committee a report on strategies and what they do to work with parents and how to improve attendance.

g.) Out of State Travel

Supt. Lavoie is requesting Out of State Travel for Karla and Rob Mahoney to attend the Volleyball Convention in Pittsburg, PA on December 18-21, 2019; cost for both is \$3,329.58.

Supt. Lavoie reported that he is requesting this Out of State Travel for the girls and boys volleyball coaches to attend the Volleyball Convention. They do a great job with the volleyball program and dedicate much of their time to the programs and have made a difference to the program and the lives of the students. We have had so many students try out for this program. They have dedicated extra hours and time to make this program successful.

Discussion: One member reported that if we do this for this program, we will have to do this for all programs. One member reported that the cost was too high for the convention and suggested something closer. One member suggested that the Athletic Director be more aware of upcoming events like this and to plan for it in his budget.

Chairman Lamontagne asked Committee Members to move to approve the Out of State Travel:

MOTION: No motion

2ND: No second

VOTE:

Motion dies

h.) Christmas Party

Supt. Lavoie reported that every year we hold a holiday party prior to our District Committee Meeting in December. We will invite previous and new members. The meeting will be held on Tuesday, December 10, 2019 at 5:00.

Chairman Lamontagne will also hold his holiday gather after the meeting at his residence.

i.) Grants

Supt. Lavoie reported on the FY2020 Competitive and Workforce Partnership Grants and a document was provided to the District Committee. We will be running the Medical Assisting and Automotive Technician Training evening programs and the grant amount is \$116,620 for Medical Assisting and \$24,500 for Automotive. We have been awarded the MA DESE Early College Planning Grant for \$30,000. We have also been awarded the CEC Learn and Earn Grant for STEAM/Science for \$160,000. The Safer Schools Grant is \$80,000 and was outline in an article that we included in an article that was given to the District Committee. A NAMC Advanced Manufacturing Training Grant in the amount of \$60,000 and the NECC Advanced Manufacturing Training Grant for \$19,250 was also awarded to GLTS. We were awarded the MA DESE CTE Partnership Implementation Grant for the LHS Partnership Program in the amount of \$100,000. We received an additional \$100,000 grant from the Smith Family Foundation for HVAC/Machine LHS Partnership. The Urban Agenda/LCW IT Training Grant in the amount of \$75,000 to help train GLTS and Lawrence High parents in the IT industry. A Lawrence High student's mother will be interning at GLTS. Supt. Lavoie also reported that we will be starting another program working with New Balance in which Ms. Bennett has a strong relationship with.

j.) Principal's Report

• *Vaping*

Principal Freedman reported that there was an increase in numbers of students caught vaping in the past year. We have been working hard to get those numbers down and some of the things we are doing differently are educating our students in their wellness classes and having our director attend workshops to get new information. We have started an internal six week program for students to attend. The PASS program that was approved by the District Committee has been a big help. One member asked how many students have been referred to the PASS Program. Ms. Freedman reported that since joining about a month ago, five students have attended. One of our deans and one guidance counselor attended and were very impressed with the program. We asked students when they returned about the program and had very positive feedback. One member asked what we are doing to detect vaping in the school. Ms. Freedman reported that we are putting in vaping detectors on Christmas vacation. We have visited other schools and the benefits of having them are great. We cannot guarantee that we will detect all students vaping but this will help. One member asked where they will be and how does it work. Ms. Freedman reported that they are installed in the bathrooms and is hooked up electronically to a computer. We may additionally add one to the elevator.

- *Compassionate Systems Thinking Workshop*

Ms. Freedman reported she and Ms. Zielinski have been attending this program that MIT is hosting. This is a three day workshop, where participants will get to learn how to use the basic tools and practices of the Compassionate Systems framework. A handout was given to the District Committee to explain this program. The Compassionate Systems framework provides a concrete set of tools and practices for young people all over the world to develop this capacity. This framework was designed by MIT and the Center for Systems Awareness and has been used with great success in a number of schools and education systems around the globe. We are hoping to bring awareness while they are in our area. The program is for 17-30 year olds and would love to share it. We are hoping that some business will get involved too.

Professional Development (Wednesday, October 30, 2019)

Principal Freedman reported that they had a professional development day in which they discussed NEASC and the self-study timeline. NEASC is evaluating us December, 2020. We have been working really hard to make us shine on things we can shine on. We are strong with our core values and spoke about how they are visible through the school and want to capture and document the lived learning expectations in GLTS classrooms and career areas. Ms. Freedman reported that one of our new Administrators spoke about her last district and how they had to start from scratch because they did not live it. Our core values are in action. We do not have to create something new but be able to capture it. One member reported that we have a young staff and NEASC is every ten years and need to help them through the process. One member stated that it is a major undertaking for new people who have never gone through it before

6. REPORTS OF COMMITTEES

7. OLD BUSINESS

- *Diversity*

One member asked that we inform the District Committee on what we are doing with Diversity. Supt. Lavoie reported that he attended the first workshop of the Diversity Program created by DESE. One member asked Ms. Freedman if she can report on her meeting with Ms. Claudia J. Soo Hoo, Senior Executive Director of the Andover/North Andover YMCA. Ms. Freedman reported that she met with her and she had a lot of great ideas and material such as having a job fair. There is a book club that she is attending on December 1, 2019 to discuss the book "White Fragility". Supt. Lavoie reported that we will combine the information obtained from the YMCA Programs and his program that he is attending through the Department of Ed and report back to the District Committee.

- *Badges*

One member would like to know if a student returns their badges after they graduate and stated that it is important that they do. Supt. Lavoie reported that we will make sure that procedure is in place and report back to the District Committee

a.) District Committee Priorities

No Discussion

b.) Policy

One member wants to know where we stand on updating the policy handbook. Supt. Lavoie reported that we will provide an update.

8. NEW BUSINESS

9. PERSONNEL CONSIDRATIONS/REPORT

a.) Resignations

- Mr. Christopher Gomez, Network & Server Admin, Effective November 1, 2019

b.) Leaves of Absence

- Chemistry Teacher, FMLA, anticipated March 1, 2020-end of school year
- Special Ed Paraprofessional, October 17-January 15, 2020

c.) Retirements

d.) Appointments

- Mr. Alexander Riuvera, Part-time Custodian, \$20,00/hour, Effective, November 4, 2019
- Mr. Michael Millett, Network & Server Admin, Per contract, Effective, November 12, 2019

e.) Job Postings

- 2019-2020 Winter Season Coaches (See Attached), Per contract, Annual Position
- 2019-2020 Game Workers, (See Attached), \$35.00/game, Annual Position
- Graduate Follow Up Survey Calls, two clerical unit members needed to work after hours to contact recent graduates, per CBA-Clerical Unit, ASAP, Annual Position
- Long-Term Substitute Special Education Paraprofessional, coverage for FMLA, Per substitute salary rate, October 21 – January 15, 2020, Replacement Position
- After School Security-Sports, Stipend, December 2, 2019-March 15, 2020, 15 hours per week, Replacement Position
- Evening School Security-Evening School, Stipend, Monday-Friday, 4pm-9:30pm, Replacement Position
- Outside Maintenance and Landscape Custodian, Custodian Contract, New Position

MOTION: Ms. Fitzgerald approved the job postings as presented

2ND: Ms. Infante

VOTE: Unanimous
#17864

10. FUTURE AGENDA ITEMS

11. EXECUTIVE SESSION

MOTION: moved to go into Executive Session

2ND:

VOTE:

Roll Called by District Recorder

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

#17865

ENTER EXECUTIVE SESSION

ENTER OPEN SESSION

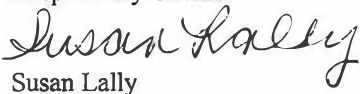
12. ADJOURNMENT

MOTION: Ms. Mannion moved to adjourn at 7:30 p.m.

2nd: Mr. Rossi

VOTE: Unanimous
#17868

Respectfully Submitted:


Susan Lally

District Recorder

Minutes Reviewed:


John N. Lavoie

Superintendent-Director