

# GLTS

Greater Lawrence Technical School

**DISTRICT COMMITTEE  
MEETING MINUTES  
MEETING #1762  
JANUARY 21, 2020**

**Members Present:**

Leo Lamontagne	Lawrence	Chairperson
Marilyn Fitzgerald	Andover	Vice Chairperson
Frank Rossi	North Andover	Assistant Treasurer
Zoila Disla	Lawrence	
Stephany Infante	Lawrence	
Anngybel Moreta	Methuen	
Francisco Surillo	Methuen	

**Members Absent:**

**Others Present:**

John N. Lavoie	Superintendent-Director
Maria Silva	Business Manager
Gerry DiStefano	Treasurer
Susan Lally	District Recorder

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**1. CALL TO ORDER**

Chairman Lamontagne called the meeting to order at 6:30 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 January 7, 2019

**2<sup>ND</sup>:** Ms. Infante

**VOTE:** Unanimous

#17903

**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.

**2<sup>ND</sup>:** Mr. Rossi

**VOTE:** Unanimous

#17904

*b.) Consolidated Cash Reconciliation Report*

No Discussion

*c.) Revolving Fund Report*

No Discussion

*d.) Budget Report*  
No Discussion

#### **4. COMMUNICATIONS**

*a.) Donations*

*b.) Articles*

- Youth of Year “forever grateful” to club, Eagle Tribune, January 2, 2020
- Thank you letter from Mayor Dan Rivera

One member reported that Mayor Rivera did a nice job with recognizing our girl’s soccer team.

*c.) Public Participation*

None

#### **5. REPORT OF THE SUPERINTENDENT-DIRECTOR**

*a.) Parking Lot Repaving*

Supt. Lavoie reported that we had an inspection done on the parking lot in November. We have lots of potholes that we are trying to keep on top of with the repairs. We would like the District Committee to think about repaving the parking lot when we submit our final budget. After we go through our budget, we will see what funds are left. We will assess our capital improvement budget and discuss it at the next Capital Improvement Committee Meeting. Supt. Lavoie reported that the total cost to repair the parking lot would be around \$800,000. We currently have \$300,000 in the capital improvement fund and would need an additional \$500,000. We can continue to repair the parking lot, but we are spending around \$200,000 in repairs, which is not cost affective. One member reported that she feels the parking lot is a mess and would like to move forward with talking about repaving a new parking lot. One member asked about the facility rental money. Ms. Silva reported that those funds are being used for the new gym floor project.

*b.) Field Project Bid and Funding Approval*

Supt. Lavoie reported that Phase III of the field’s bid opening is on January 29<sup>th</sup>, 2020. We have about \$400,000 dollars left of the money that we received from the state. The bids will probably come in at around \$700,000 which will be a shortfall of about \$300,000. After we submit the numbers, we would like to use E & D money. Supt. Lavoie reported that he would like the District Committee to consider utilizing some of those funds before he brings it for a vote. One member asked if this will be going to the cities and towns as a warrant article or in the case of a city, would the selectman or city councilors decide? Supt. Lavoie reported that with cities, the city councilors will decide and with the towns, a special town meeting would be held and voted on. One member reported that he thought if nothing was done there was a time period in which it automatically gets approved. Supt. Lavoie reported that he will know what the numbers are next week and will bring them to the District Committee for our next meeting. He will reach out to our community towns after. Supt. Lavoie reported that the drawing in the packet shows Phase III of the field project.

*c.) February Calendar*

*d.) 2020-2021 Budget Update*

Supt. Lavoie is still meeting with the department heads and the principal. They will look at contract services such as snow plowing, security, busing and any personnel needed for either growth or dismissal. They will look at how it will make an impact with our enrollment of student numbers. We should have the government numbers next week and the proposals from the departments. Hopefully, we will have this done and the preliminary budget to the District Committee on February vacation. We will present the final budget to the District Committee by mid-March. We will get the numbers to our cities and towns for approval.

*e.) Lawrence H.S. GLTs After Dark Participation Program*

The After Dark Program and the Workforce Development Programs are going very well and is the reason that Governor Baker has added 9.5 million dollars to his economic development budget. He wants to add this program to other schools and help us grow ours. We have two programs, Machine Tech and HVAC. This has helped build a stronger relationship with the City of Lawrence, the High School Administration Team and the Superintendent. We are both here to service our young people. We are two institutions with the same goals.

*f.) Workforce Development Program's Report*

Supt. Lavoie reported that a list of all our ongoing programs have been given to you. We have an increase of new programs offered. We have Medical Assisting and Robotics/Automation Technology in which we partner with Northern Essex. The students will receive a Mechanic Certification. Another program is Automotive Technology for students ages 16-25 who are unemployed and will receive their AIS Basic Certification. The advisors spoke about that certification at the Advisory Meeting. Another new program is the training of New Balance employees in which they have started an Apprenticeship Program. It trains employees in robotics, IT, CNC Machine and Microsoft Office. These are employees that are on the floor that have shown an interest in updating their skill so they can grow within New Balance. Once their training is complete, they will get a pay increase or new position. New Balance will receive a tax credit from the state. One member asked if we see New Balance as an ongoing program. Supt. Lavoie reported that this is one of many programs we will be starting with corporations in this area.

*g.) Heffron Way and Merrimack Reservation Project Update*

Supt. Lavoie reported that he wanted to give an update for our new District Committee members on the Heffron Way and Merrimack Reservation Project. There is a dirt road along our school that has been utilized by Philips Academy for their boat program. Philips Academy has moved to the other side of the river. For the past thirty years, the town has had an interest in developing something on the river. They have met many challenges including utilizing the dirt road because it is owned by the town of Andover's Conservation Committee. Greater Lawrence owns a piece of the road and they want us to give them the rights to that piece to travel down to the river. We will give them the rights and in exchange, they will give us rights to the boat system. There is a metal frame that was the boat house, and, in the spring, we will be renovating it. We did a swap of land with them and now they can have access to the road from River Road, and we will have access to four boat spaces for future boating programs. The town is building a boat ramp and access for the fire department to get to the river. They additionally, want to put a parking lot in. The town has been good to us with the use of their town yard for parking for open house and graduation. However, we would like to use that space for the Lawrence Youth Soccer Program and build a field. It is not thick enough and we are looking for more donated fill. It would benefit us because many of the students end up at our school and play soccer. The program uses our field in the summer and have been looking for a field for their program. One member asked if the road is being paved. Supt. Lavoie reported that it will be widened for two cars to get through but will remain a dirt road. The town gave us a license for permission to cross the road, so we did not have to go and get a bill passed for our concession stand. One member asked who will maintain the road. Supt. Lavoie reported that the town of Andover will. We gave them a 25-year lease on the road because they only gave us 25-year lease to the boathouse. Once this project is complete, they will probably give us the other 75years to make it a 100-year lease in which we were asking for.

*h.) Gym Floor*

Supt. Lavoie reported that we are in the process of putting in a new gym floor. The original floor cannot be buffed, and we have a hard time keeping it clean. We want to start the project in April. The first step is to remove the asbestos under the floor during April vacation. Once it is safe, then we will start with the new hardwood floors and bleachers. We would like to put in a divider so the Junior Varsity and Varsity can practice at the same time. We have the money that we accumulated over the years with our rentals. We feel that we have enough money to do this now. When we have the cost, we will bring it to the District Committee for a vote. One member reported that we tried to install hardwood floors before, and the floor buckled. Supt. Lavoie reported that we have put in a humidifier system and the moisture from the pool is now under control. One member asked if we will be renovating the small gym at some point too. Supt. Lavoie reported that we will.

## **6. REPORTS OF COMMITTEES**

## **7. OLD BUSINESS**

- a.) District Committee Priorities
- b.) Policy

## 8. NEW BUSINESS

One member reported that the President of the South Lawrence West Neighborhood Association contacted her to let us know that the St. Patrick's Day parade in Lawrence is March 14, 2020. We usually make a float for that. On February 4<sup>th</sup>, the girl's soccer team will be recognized by the Lawrence City Council and it is the same night as our District Meeting. She would like to contact them to see if they can put the recognition down on the agenda, so we can go to that after.

## 9. PERSONNEL CONSIDERATIONS /REPORT

- a.) Resignations
- b.) Leaves of Absence
- c.) Retirements
- d.) Appointments

- Mr. Alexander Rivera, Custodian, Effective Date, January 6, 2020
- Ms. Shayla DeRosa, Admissions Clerical Support, \$20 per hour, Effective Date: January 10, 2020 – End of SY 2019-2020.

### e.) Job Postings

- Math Tutors (3), Title 1 Stipends, Effective Dates: January 20 – April 24, 2020, Annual Positions. Part-time
- Bilingual Family Liaison for Special Education, (Support Interpretation at IEP Meetings, Communication with families and translation of Special Education Documents), Per Paraprofessional Contract, Effective Date: January 2020, New Position.  
Supt. Lavoie reported that this position is to cover of a former staff member who resigned.
- IT Support, Full time IT support staff needed to assist with building projects and electrical work, Per Contract, Effective Date: ASAP, New Position. (withdraw that for now)
- Skills USA Shop Coaches, Stipend - \$600, Effective Date: ASAP, Annual Positions  
(Skills USA Shop Coaches for Shops that do not currently have coaches) add one for each shop (11 positions and use grant money)

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

**2<sup>ND</sup>:** Ms. Infante

**VOTE:** Unanimous

#17905

- MCAS Tutoring, Feb Bio MCAS Tutor – Up to 1 teacher or paraprofessional to support students in advance of the Feb. Biology MCAS exam. Tutoring is Tues/Thurs 3:00-4:30 (plus .5 planning per session). Tutoring runs from 1/16/20-2/4/20 for a total of 12 hours-Up to 1 teacher or paraprofessional to support students in advance of the March ELA MCAS retest. Tutoring is Tues/Thurs 3:00-4:30 (plus .5 planning per session). Tutoring runs from 2/6/20 – 3/3/20 for a total of 12 hours. Up to 2 teachers or paraprofessionals to support students in advance of the March math MCAS retest. Tutoring is Tues/Thurs 3:00-4:30 (plus .5 planning per session). Tutoring runs from 2/11/20 – 3/5/20 for a total of 12 hours each (24 total). Up to 2 teachers or paraprofessionals to support students in advance of the G10 March ELA MCAS. Tutoring is Tues/Thurs 3:00-4:30 (plus .5 planning per session). Tutoring runs from 3/3/20 – 3/19/20 for a total of 12 hours each (24 total).

**MOTION:** Ms. Fitzgerald approved the job postings as presented

**2<sup>ND</sup>:** Mr. Rossi

**VOTE:** Unanimous

#17906

## 10. FUTURE AGENDA ITEMS

**11. EXECUTIVE SESSION:**

**MOTION:** moved to go into Executive Session

**2<sup>ND</sup>:**

**VOTE:**

Roll Called by District Recorder:

Ms. Disla	Yes
Ms. Fitzgerald	Yes
Ms. Infante	Yes
Mr. Lamontagne	Yes
Ms. Moreta	Yes
Mr. Rossi	Yes
Mr. Surillo	Yes

#17907

**ENTER EXECUTIVE SESSION**

**ENTER OPEN SESSION**

**MOTION:** Ms. Infante approved the recommendation to award ten additional days to a staff member for the loss of her son.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Unanimous

#17910

**12. ADJOURNMENT**

**MOTION:** Ms. Fitzgerald moved to adjourn at 8:00 p.m.

**2<sup>ND</sup>:** Ms. Infante

**VOTE:** Unanimous

#17911

Respectfully Submitted:



Susan Lally  
District Recorder

Minutes Reviewed:



John N. Lavoie  
Superintendent-Director