



Greater Lawrence Technical School

**DISTRICT COMMITTEE
MEETING MINUTES
MEETING #1770
April 28, 2020**

<u>Members Present:</u>	Leo Lamontagne	Lawrence	Chairperson
	Marilyn Fitzgerald	Andover	Vice Chairperson
	Zoila Disla	Lawrence	
	Stephany Infante	Lawrence	
	Anngybel Moreta	Methuen	
	Francisco Surillo	Methuen	

<u>Members Absent:</u>	Frank Rossi	North Andover	Assistant Treasurer
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<u>Others Present:</u>	John N. Lavoie	Superintendent-Director
	Elizabeth Freedman	Principal
	Maria Silva	Business Manager
	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. MINUTES

One member reported that there was not enough information on the April 1, 2020 minutes regarding the vote for the Coordinator of Grants, Workforce Development and After School/Evening CTE Programs Posting. Chairman Lamontagne suggested we table and have that member reach out to Sue Lally.

MOTION: Ms. Fitzgerald moved to table the minutes of April 1, 2020.

2ND: Ms. Infante

VOTE:

Roll Called by District Recorder:

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

#16982

MOTION: Ms. Fitzgerald moved to approve the minutes of April 14, 2020.

2ND: Mr. Surillo

VOTE:

Roll Called by District Recorder:

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

#16983

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: Ms. Infante

One member asked how our investments are doing. Mr. DiStefano reported that our MMDT rate has gone down to less than one percent but is still fine. There is a bond fund that is paying two percent but doesn't feel safe transferring funds right now. He reported it is best to stay the course for now until the rates go back up. The number one priority is to retain the principal.

VOTE:

Roll Called by District Recorder:

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

#16984

b.) Consolidated Cash Reconciliation Report

No Discussion

c.) Revolving Fund Report

No Discussion

d.) Budget Report

No Discussion

e.) FY21 Budget

Ms. Silva reported that we just got our E&D account certified and we have about 1.7 million dollars in that account. We do not know what is going to happen in FY21, so the Supt and I decided to put \$900,000 into the E&D account for FY21 budget for your approval. Supt. Lavoie reported that If we do not do this now, the cities and towns would have to hold a special meeting to approve it. We are expecting to have substantial cuts in next year's budget, due to what is going on with the state. I have attended meetings with the Department of Education Finance Director on what is going on with funding. We have some concerns about needing funds for next year, so that is why we pulled money out of E&D. If we end not needing the funds after the state makes some decisions and our cities and towns are able to

vote, we can always put the money back, but we cannot take it out. We were taking \$600,000 out that the District Committee already approved, but we wanted to take out an additional \$300,000. Supt. Lavoie reported because our cities and towns have not been able to have meetings, they haven't voted on our budget. It does not appear that they will vote before the end of May, so the state is recommending that we put together a 1/12th Budget approval with the Commissioner of Education and it would be 1/12th of this year's budget for approval in order to have funding available for July 1, 2020. We think it is important to move forward on this.

MOTION: Ms. Fitzgerald moved to approve the additional funds to the E&D Account

2ND: Ms. Infante

VOTE:

Roll Called by District Recorder:

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

#16985

MOTION: Ms. Fitzgerald moved to submit a 1/12th Budget to the Commissioner for approval

2ND: Ms. Infante

One member reported that this was not on the agenda. Supt. Lavoie reported that it is part of the FY21 agenda discussion. One member asked if the 1/12th Budget proposal is just in case the cities or towns cannot vote on our budget before in time for July 1, 2020 so we will have money, and once they vote, we will have funding. Ms. Silva reported that she reached out to all the cities and towns and they do not have any meetings scheduled, so we have to go ahead with a 1/12th budget. We have to move forward with a vote from the District Committee for 1/12th of our budget based on this year.

VOTE:

Roll Called by District Recorder:

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

#16986

Supt. Lavoie reported that if July 1st comes and they still have not voted on our budget, we will put in another 1/12th budget for August. If we do not spend the money in July, it moves to August. We keep moving the budget along with a 1/12th budget until we finally get approved by our cities and towns.

4. COMMUNICATIONS

a.) Donations

None

b.) Articles

- Schools and Colleges Offer Protective Equipment to Health Providers, Boston Globe
- Saviel Ortiz named a Semifinalist for the 2020 U.S. Presidential Scholars.

c.) Public Participation

None

5. REPORT OF THE SUPERINTENDENT-DIRECTOR

a.) Student-Semifinalist

Supt. Lavoie reported that Saviel Ortiz was named the semifinalist for the 2020 U.S. Presidential Scholars. He was voted as the representative for the state of Massachusetts. There are four or five from each state that go on to the National Presidential Scholars. All the vocational schools submit a name and he is representing the vocational community. This is the fourth year that they allow vocational students. It is a huge honor for Saviel to have gotten this. He is now one of the semifinalists at the national level. There are about 40 semifinalist and one will become the winner for the outstanding student in the country as the U.S. Presidential Scholar 2020. This is prestigious honor for Saviel and we are all pretty excited for him. He has a really good chance of winning this. This is the second student in the past three years that has gotten to the Nationals and represented the state of Massachusetts. Supt. Lavoie reported that he would like to send a letter to Saviel on behalf of the District Committee.

MOTION: Ms. Fitzgerald moved to approve the letter for Saviel Ortiz on behalf of the District Committee and to offer our extreme congratulations.

2ND: Mr. Surillo

VOTE:

Roll Called by District Recorder:

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

#16987

b.) Admission's Report

Supt. Lavoie reported 316 students have accepted and are coming to GLTS. As of today, we are almost complete with calling everyone with 67 left who have not responded. We have accepted 500 students and 111 are not coming. We have 282 on the waitlist and we are starting to send out acceptance letters to those on the waitlist. We have 50 appeals, so we will look at these and see which are on the waitlist. We will notify them immediately. We will accept another 100 students that are on our waitlist. One member asked what the main reason for 111 students not coming to our school. Supt. Lavoie reported that he does not have the reasons, but it is not uncommon. A lot of them apply to different schools and they hear back from them. Some just decide to go to their regular high school. This year is different, because we usually get responses immediately. There has been a lot of confusion, being at home. This year has been a little more disconnected. Supt. Lavoie will check with the Director of Guidance for our next meeting. One member requested the breakdown by towns, cities and schools. Supt. Lavoie reported that he will email the report to the District Committee.

c.) Field Project Update

Supt. Lavoie reported that they started last week with pushing the dirt. They missed a few days, due to the rain. When it rains, it has to dry out. The topsoil removal should be complete soon and next week, they will put the stone down. After that, the drainage and irrigation will be done.

d.) School Projects

Supt. Lavoie reported that the District Committee received a list of all the school projects. Some of these projects have been going on for a year and some have been started recently. The Concession stand is just about totally completed. They are finishing up the electrical work. The plumber is putting in a few sinks. We are very close to being ready to open when the school year starts. We are waiting to put the phone and the sound system in the greenhouse. That is a student project and will happen when the students come back in the fall. We have about 1,000 tomatoe plants and spring flowers in there now. It is very

pretty and colorful. We would be selling it if we were in session. If the District Committee is comfortable with this, we want to give them away to staff members at no cost. Supt. Lavoie reported that he would like the District Committee to vote on this. One member suggested we come up with a plan to implement. We can present it in a meaningful way and to say thank you. Some people could use a little cheering up.

MOTION: Ms. Fitzgerald moved to approve to pass out the plant/flowers in our greenhouse to the staff
2ND: Ms. Infante

VOTE:

Roll Called by District Recorder:

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

#16988

Supt. Lavoie reported that Project Adventure is totally complete and is fenced in and ready to use for the opening of school. The gas house is ready to have the foundation put in. Contracts are all done, it is about a \$50,000 project. Dugouts are about 90 percent done. It should be complete next week. The charging stations should be complete in about two weeks. There will be four in the front, six in the back and two in Auto for the students to learn. The guard shack project entails putting in a gate that will keep the security guard outside 24/7. It is another way of keeping the school safe and secure. This should be complete in the middle of June. Diving blocks are still not in. One member reported that they did try to deliver them last Friday, but there was a mix up. They are being delivered tomorrow and we will notify Mr. Charest. The gym floor project will be starting soon. They were in yesterday to look where the dumpster is going. They will encapsulate the gym to remove the asbestos. When the students come back to school, they will have a brand-new gym. The money for this project is coming from the rental account. The starting blocks are also coming out of the rental account from the renting of the pool. The transformer project is complete. We needed six transformers, and this was completed before we left. National Grid paid about 80 percent. The press box needed to be done over. One concern was that it contained open wiring. We redid all the wiring and now it is safe. The students worked on it. The back stairs need to be replaced, they are not safe the way they are and are very slippery. Doors in some classrooms were cut to make it safer and meet code. The school store is about 99 percent complete. The Guidance, Principal offices are complete and now the parent's that visit the school will have those offices in the main hallway. Mezzanine and the new Medical Assisting area are all complete. We did numerous projects around the school that included cutting doors in classrooms, and business tech. They are all complete. One member asked if we have ever been fined with regards to the press box. Supt. Lavoie reported that we have not.

e.) Spring Sports

Supt. Lavoie reported that we hired spring coaches before our school closed. The coaches did some work to prepare for the season. I would be looking for some direction from the District Committee about paying them for the season. One member reported that coaches do so much more than coach games. They do a lot of planning for the season, scheduling, working with the captains, looking at films and this starts when the season ends, for the next one. Supt. Lavoie reported that our coaches are the most dedicated coaches and I would like to pay them their entire salary. One member reported that she does not feel comfortable paying the coaches their entire salary during this time because we cannot monitor if they did any work. She does not want to pay them if they are not working. One member asked when they get paid. Supt. Lavoie reported they receive their stipend at the end. Supt. Lavoie reported that he attended a meeting presented by UMass Lowell's head of business in which he was stating, how we treat

people in our current situation with the pandemic, goes a long way. Supt. Lavoie agreed with this. There are many hours that these coaches work without getting paid because they love to do it. One member reported that he felt that they are not choosing to not coach and we already budgeted for their salaries.

MOTION: Ms. Fitzgerald moved to approve to pay the Spring Coaches their full salary.

2ND: Mr. Surillo

VOTE:

Roll Called by District Recorder:

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

#16989

f.) Administrator's MOU

Supt. Lavoie reported that the Administrator's MOU was given to the District Committee prior to this meeting and if they had any questions. One member reported that since we now have a new date, May 18 that businesses will be closed until, does that mean that the Administration will be reporting to the building after that? Supt. Lavoie reported that he is waiting for direction from the governor when expecting them to return.

MOTION: Ms. Fitzgerald moved to approve the Administrator's MOU, adding when the "governor open's up the state again, they will return to the building".

2ND: Ms. Infante

VOTE:

Roll Called by District Recorder:

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

#16990

6. REPORTS OF COMMITTEES

7. OLD BUSINESS

a.) District Committee Priorities

One member asked if the email to clear up confusion on virtual learning to the students was sent. Principal Freedman reported that an English and Spanish version was sent out.

b.) Policy

8. NEW BUSINESS

9. PERSONNEL CONSIDERATIONS /REPORT

a.) Resignations

b.) Leaves of Absence

c.) Retirements

d.) Appointments

e.) Job Postings

- Chemistry/Biology Instructor, Teacher’s Contract, SY2020-21, New Position
One member It says new position, but we filled last year and did not get anyone. It is one position. We didn’t fill last years. Is it a repost or filling a vacancy? Ms. Freedman, we did not fill, just a vacancy
- Plumbing Instructor, Teacher’s Contract, SY2020-21, Replacement Position (Teacher Retiring)

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

2ND: Mr. Rossi

VOTE:

Roll Called by District Recorder:

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

#16991

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT

MOTION: moved to adjourn at 7:14p.m.

2ND:

VOTE:

Roll Called by District Recorder:

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

#16992

Respectfully Submitted:

Susan Lally
District Recorder

Minutes Reviewed:

John N. Lavoie
Superintendent-Director