



Greater Lawrence Technical School

**DISTRICT COMMITTEE
MEETING MINUTES
MEETING #1771
May 12, 2020**

<u>Members Present:</u>	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:

<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

MOTION: Ms. Disla moved to approve the minutes of April 1, 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	Yes
Mr. Surillo	Yes

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MOTION: Ms. Fitzgerald moved to approve the minutes of April 28, 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 Yes
Mr. Surillo Yes
#16994

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

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
#16995

b.) Consolidated Cash Reconciliation Report

No Discussion

c.) Revolving Fund Report

No Discussion

d.) Budget Report

No Discussion

4. COMMUNICATIONS

a.) Donations

None

b.) Articles

None

c.) Public Participation

None

5. REPORT OF THE SUPERINTENDENT-DIRECTOR

a.) Admission's Report

Supt. Lavoie reported that we now have 338 students that have registered, and we are in the process of accepting another 100 students this week. We will be following up with the letter.

b.) Administrator's MOU

Supt. Lavoie reported that there was a change to the MOU to reflect the vote at the last District Committee. The MOU states "Once the governor has deemed it safe, then Supt. Lavoie may request the Administrative team to come back to school to work". The Administration accepted the change.

c.) Graduating Update

Supt. Lavoie reported that we have a plan to hold a traditional graduation on August 13th on the football field with a stage. We are not sure if we are going to have parent's in the stands as of yet. Another backup plan is to bring in two shops at a time throughout the day and hold several graduations. Our hope is to have parents in the stands, social distancing. If we find that we cannot do that when July comes around, then we can push it out another month or go to a remote graduation. We feel by August 13, we should be able to have an onsite graduation. Supt. Lavoie reported that there is an award ceremony that will be held remotely. Ms. Freedman reported that the date is May 28th. Supt. Lavoie reported that the details are still being worked out and that we will send out the specifics, as soon as we have them. The plan for a prom, was to have something at the school on Thanksgiving weekend. We have been working with the seniors and staff who all had input. One member asked if we have a separate graduation by shops, are we limiting admissions to just mother and father. Supt. Lavoie reported the thought was just the immediate family.

d.) Plant/Flowers Update

Supt. Lavoie reported throughout the winter, the horticulture/landscape department had their first crop of vegetables and plants/flowers. We have an entire greenhouse filled with these. They are ready to be grown and planted. The horticulture/landscape instructors suggested we donate them to the teachers, students and the District Committee. If there is a request, on May 22, 2020 from 8:00-2:00, there will be a box of plants and vegetables at the school for them to take to their own homes. The District Committee is always welcome so please email Sue Lally and let her know. We have over 100 boxes of plants that are being given away. If school was in session, we would have had a sale. One member suggested that we put a jar outside the greenhouse when picking up for donations, towards a school event like the prom. Supt. Lavoie reported that was a good idea. The instructors will take a few vegetable plants and plant them in the school's garden. The instructors have been watering the plants on a regular basis, because we do not have irrigation. One member asked if we have plans to put in irrigation? Supt. Lavoie reported that we do.

One member asked if seniors will have to pay dues this year? Ms. Freedman reported that she will find out because was unsure of what this year's senior class decided. We will let the District Committee know.

e.) School Choice

Chairman Lamontagne reported that every year we ask the District Committee to vote on school choice. It is Supt. Lavoie's recommendation that we do not participate in school choice. Supt. Lavoie reported that we have many students in our own district in which we have to deny.

MOTION: Ms. Fitzgerald moved to not have school choice

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	Yes
Mr. Surillo	Yes

#16996

f.) Commissioner Riley's Letter to Parents

Supt, Lavoie reported that the Commissioner has asked us to forward a letter to our parents. We will put it online and a Connect Ed call will also go out to parents, directing them to our website. The letter is to update the parents on what has been going on since March. It states the details of all the Phases of what the state has recommended. He wants to make sure we are covering standards for our students to succeed and to make sure they are staying engaged in remote learning. He thanked the the students and parents for help teaching their sons and daughters. He attached a link to future ideas of opening schools. Supt. Lavoie reported that he and Principal Freedman met today to put together strategies to look at what we need to do to open the school in September. We are doing a survey and then putting together a committee to look at all the details. Supt. Lavoie reported that when he has more information, he will report it to the District Committee. One member asked if the letter will be bilingual. Supt. Lavoie reported that the Commissioner was sending it, but if we do not receive by tomorrow, we will have it translated and put on our website.

6. REPORTS OF COMMITTEES

7. OLD BUSINESS

a.) District Committee Priorities

b.) Policy

One member asked when we will have the school calendar to vote on. Ms. Freedman reported that we are behind on this. A question came up in negotiations regarding the start date, which held us up. That was the only reason it was not finalized. One member would like to see it at least by the beginning of June. Supt. Lavoie reported that we have a meeting this week and will finalize the calendar. One member asked if the negotiation meetings are held virtually. Supt. Lavoie reported yes.

8. NEW BUSINESS

9. PERSONNEL CONSIDERATIONS /REPORT

a.) Resignations

- Melissa Brough, Health Assisting Instructor, Effective Date: June 30, 2020

b.) Leaves of Absence

c.) Retirements

d.) Appointments

e.) Job Postings

- Director of Language Acquisition, MAPSA, SY2020-21, New Position (Job Description Attached)

Supt. Lavoie reported that the Department of Education requires us to have an administrator oversee the department because of the amount of ELL students we have. One member asked if this will be an administrative position. Supt. Lavoie reported that it will be.

- Health Assistant Instructor, per Teacher's Contract, SY2020-21, Replacement Position
- Cosmetology Instructor, per Teacher's Contract, SY2020-21, Replacement Position

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 Yes
Mr. Surillo Yes
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10. FUTURE AGENDA ITEMS

One member reported that we usually take a recess July and August and wanted to know if that has changed, given what is going on. Chairman Lamontagne reported that we have meetings right until the end of June. Chairman Lamontagne reported that if any member has an opinion on that, to please call him to discuss.

11. ADJOURNMENT

MOTION: Ms. Fitzgerald moved to adjourn at p.m.

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 Yes
Mr. Surillo Yes

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Respectfully Submitted:



Susan Lally
District Recorder

Minutes Reviewed:



John N. Lavoie
Superintendent-Director