



Greater Lawrence Technical School

**DISTRICT COMMITTEE  
MEETING MINUTES  
MEETING #1772  
May 26, 2020**

<b><u>Members Present:</u></b>	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:**

<b><u>Others Present:</u></b>	John N. Lavoie	Superintendent-Director
	Elizabeth Freedman	Principal
	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 6:00 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 12, 2020

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

#16999

**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

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

#17000

*b.) Consolidated Cash Reconciliation Report*  
No Discussion

*c.) Revolving Fund Report*  
No Discussion

*d.) Budget Report*  
No Discussion

#### **4. COMMUNICATIONS**

*a.) Donations*

Supt. Lavoie reported that we received \$5,500 unanimous donations in which we purchased visa gift cards, personal items, and helped pay rent and other expenses. The guidance department and the parent's liaisons have been overseeing this.

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 413 students registered. We accepted 450. We have sent out more acceptances that were off the waitlist and may send out more to have the enrollment up a little higher. Andover has 18 students preregistered which is a substantial increase. Lawrence has 296 preregistered, Methuen has 84 preregistered and North Andover has 11 which is an increase from last year. There are still 191 on the waitlist.

*b.) Safe Sports School Award*

Supt. Lavoie reported that GLTS received the certificate of achievement, in recognition of the superior efforts made to protect its young athletes. We were awarded the 1<sup>st</sup> Team Designation. Nari Melkonian, Athletic Trainer provided documentation, developed procedures, as well as worked on various components that assures our student-athletes are safe and protected, you made it possible.

*c.) Donations*

Discussed under Donations

*d.) School Opening*

Supt. Lavoie reported that we created an "Opening of School" Committee on how to begin opening in late August/September. We have the committee broken up into three parts, physical demands, educational requirements and medical needs and safety. We are starting to meet this week. There is information that

has come out from the state and nationally. We are reviewing the protocol, suggestions and recommendations. We will develop plans that make sense and keep the District Committee updated. One member asked who will be representing the committee. Supt. Lavoie reported that he will be chairing the Physical Planning Committee, Ms. Freedman, will be chairing the Educational Committee and we will be appointing one of the nurses to chair the Medical Committee. The Physical Planning Committee will additionally have the Director of Plant Operations, Special Education Director and Dean of Students. We are also looking to have teachers, and all staff members be part of this process. If anyone is interested, please contact my office. We want to keep it small but would like to include all staff members.

*e.) Awards Night*

Supt. Lavoie reported that the date for the awards ceremony has been changed to June 4<sup>th</sup> at 5:30. There was a lot of work that went into making the videos. It will be aired on YouTube and anyone can view it any time after if they are unable to attend on June 4<sup>th</sup>. The District Committee, family, faculty staff, parents and people who have been giving us scholarships will all be invited. If there is anyone you would like to invite, please contact my office.

*f.) Co-op Report*

Supt. Lavoie reported that we have about 40 students on Co-op. Plumbing has seven students which is the most. Parents had signed off on their students to work and it is only where the companies met the governor's guidelines. We have students from Automotive, Culinary, Electrical and Engineering, Health Assisting, Business Tech, IT, Medical Assisting on Co-op. We are working with our public relations group to put an article together to recognize our frontline Co-op students and then also all front-line workers. We mainly are focusing on students who are on working supporting frontlines such as health assisting, medical assisting and student's in the food industry. We have three students working in a medical facility helping those with Covid-19.

*g.) Front line Worker's Communication*

Discussed under Co-op Report

*h.) 2020-2021 School Calendar*

**MOTION:** Ms. Fitzgerald moved to approve the 2020-2021 school calendar as presented.

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

#17001

## **6. REPORTS OF COMMITTEES**

### **7. OLD BUSINESS**

*a.) District Committee Priorities*

*b.) Policy*

Supt. Lavoie reported that Ms. Lally has been working on the Policy Manual with MASC. She has been going back through the minutes to review what was voted on. Each week she will be going through a section and making the changes. It will take some time, but after the manual is complete, the Policy

manual will be voted on. One member requested that we get a section at a time to vote. It is a very comprehensive document. Supt. Lavoie agreed.

## 8. NEW BUSINESS

## 9. PERSONNEL CONSIDERATIONS /REPORT

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

## 10. FUTURE AGENDA ITEMS

One member reported that she would like to acknowledge the fact that while the school has not been open, the custodial and maintenance staff have been in the school doing a phenomenal job. I would like to acknowledge that they are our front line. Supt. Lavoie reported that we also have Mr. Burns, Graphic's Instructor and a crew making signs for the senior students. They finished printing today. The senior teachers will come in and clean out the lockers. The students will be coming in their cars and will be given their bags of locker items and their caps and gowns. We will be collecting their chrome books as well. The Administrative Team did a great job getting this done. I would like to recognize Ms. Freedman, our principal for all she has done. She has been working 12-hour days. Every morning, she has been doing videos and now she is doing senior videos. She has led much of the work in the planning and organization. Her work has been exceptional, and the quality of work has been outstanding. It has been as good as anywhere in the commonwealth. She has been supporting students, teachers and has been remarkable. One member asked Ms. Freedman how many seniors we have graduating? Ms. Freedman reported that we have 381 seniors.

## 11. ADJOURNMENT

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

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

#17002

Respectfully Submitted:



Susan Lally  
District Recorder

Minutes Reviewed:



John N. Lavoie  
Superintendent-Director

