



Greater Lawrence Technical School

**DISTRICT COMMITTEE
MEETING MINUTES
MEETING #1778
August 19, 2020**

Members Present: Leo Lamontagne Lawrence Chairperson
Marilyn Fitzgerald Andover Vice Chairperson
Zoila Disla Lawrence
Francisco Surillo Methuen

Members Absent: Frank Rossi North Andover Assistant Treasurer
Anngybel Moreta Methuen

Others Present: John N. Lavoie Superintendent-Director
Elizabeth Freedman Principal
Maria Silva Business Manager
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. Fitzgerald moved to approve the minutes of June 23, 30, July 29, 2020

2ND: Mr. Surillo

VOTE:

Roll Called by District Recorder:

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

#17038

Discussion: One member reported that she would like to see the minutes addressed by the member who is reporting in place using the term “One member”. Chairman Lamontagne reported that we will address it at the next meeting and to add it to the agenda.

MOTION: Ms. Fitzgerald moved to approve the minutes of August 5, 2020 with one correction on Vote#17031 to remove Mr. Rossi.

2ND: Mr. Surillo

VOTE:

Roll Called by District Recorder:

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

#17039

3. FINANCE REPORT

a.) Cash Balance Report

Ms. Silva read the report into the record.

MOTION: Mr. Surillo moved to approve the Cash Balance Report as presented.

2ND: Ms. Fitzgerald

Roll Called by District Recorder:

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

#17040

b.) Consolidated Cash Reconciliation Report

No Discussion

c.) Revolving Fund Report

No Discussion

d.) Budget Report

No Discussion

4. COMMUNICATIONS

a.) Donations

b.) Articles

c.) Public Participation

None

5. REPORT OF THE SUPERINTENDENT-DIRECTOR

a.) Admission's Report

Supt. Lavoie reported that we have 421 accepted students. We may bring in more 10th grade transfer students. One member asked how many 10th grade students we have. Ms. Freedman reported that we have around (400) 10th grade students. Supt. Lavoie reported that we only had (2) 10th grade students transfer out over the summer. One member asked if we know why these students were denied. Supt. Lavoie reported that the decision is based on certain criteria such as grade performance, attendance, discipline which has a score value. This year's scoring cutoff was a score of 55/56. If a student is denied, they can request a hearing with the Director of Guidance and then with the Principal. One member requested to see a copy of the scoring process for our next District Committee Meeting.

b.) District Committee Meeting Dates

No Discussion

c.) Field Project

Supt. Lavoie reported that Phase II, which is the baseball and softball fields, are almost complete. We still need to put the softball scoreboard in which was ordered a few months ago. The contractors are still working on Phase III. We had to put in two wells in place of the one well to meet the standards. The wells are in, but pumps are hooked up. Once this is complete, they can test the irrigation system. They are working on all the walkways to have access to the stands to meet the handicap laws. One member asked what the change order cost was and where the money was coming from. Ms. Silva reported that it cost \$40,200 and was from the E&D account that was allocated from phase II. Supt. Lavoie reported that we had originally put in for one well but suspected we may need another. We could not meet the standards to irrigate the entire field. With the second well, we were fortunate to get it done.

d.) School Reopening Plan

Supt. Lavoie reported that the reopening plan has not changed since the last meeting. We are still planning on opening up remotely for students. The key factors that we looked at is built around safety for staff and students and is based on what the transmission rate is in Lawrence. Lawrence is in the red zone, which means it has a high transmission level. We would want to see it at the green level. One member asked how long it has to stay green. Supt. Lavoie reported that it is not in any MOU at this time, but it would have to be at least 14 days. That is one data point, but we would have to look at different data points. That is why we are hiring a COVID-19 Tracker, so we can feel confident when they come back that they will be safe.

e.) Gym Project

Supt. Lavoie reported that it is very near completion. The bleachers are in and next week the padding on the walls will be put in. There has to be a few changes made to the basketball nets and backboards, so they can swing back further. This will allow for volleyball and have capacity for two teams to practice. A curtain will be put in the middle for practices which allows two teams in place of one. One member asked if we are putting in new backboards or is it something being engineered by us. Supt. Lavoie reported that GLTS will not be doing the work on putting in new backboards. The reason that we are not doing this ourselves is because of the liability.

f.) Staff Hires

Supt. Lavoie reported that there are three staff hires on the list that are not filed yet. They are Health Assistant, Robotics and Carpentry Instructors. We still have to replace a math teacher and we have not hired a Data Assessment Specialist.

g.) RFP for Drivers Ed

Supt. Lavoie reported that there was one bidder for the Driver's Ed. It is the North Andover Auto School. Ms. Silva reported that they did increase the cost for students by fifty dollars. They plan on running the afternoon program for three weeks, Monday through Thursday from 2:30-5:30PM and three nights per week, 6:00-9:00PM. The one-week class will run Sunday-Thursday, December 27-31 from 8:30-3:00. All classes will be available via zoom. They are also going to do classes simultaneously online. They can only have 12 students per class. One member asked if the \$550 dollars is comparable to other schools. Andover Public School is paying \$675per student.

MOTION: Ms. Disla moved to approve RFP as presented.

2ND: Mr. Surillo

Roll Called by District Recorder:

Ms. Disla Yes

Ms. Fitzgerald Yes

Mr. Lamontagne	Yes
Ms. Moreta	Absent
Mr. Rossi	Absent
Mr. Surillo	Yes

#17401

Discussion: Supt. Lavoie reported that he did not realize that the cost went up fifty dollars. He will give the company a call to see if the company can go back down for at least this year. One member asked if they pay \$1,250. One member asked if the student pays the \$550. Ms. Silva reported that the students will pay \$250 to us and \$250 to the school. This is when the cost was \$500. One member asked if it will be taught at our school? Ms. Silva reported that she is not sure but thinks it will be at our school. One member reported that they have always taught at our and used our technology that maybe we can ask them to go back to \$500. One member asked about the breakdown of the cost. Ms. Silva reported that the students will only pay \$550.

6. REPORTS OF COMMITTEES

7. OLD BUSINESS

a.) District Committee Priorities

b.) Policy

8. NEW BUSINESS

9. PERSONNEL CONSIDERATIONS /REPORT

a.) Resignations

- Carol Fazioli, Administrator's Secretary-Guidance, Effective August 11, 2020
- Patricia Giampa, Math Instructor, Effective June 30, 2020
- Jennifer Stephens, Mechatronics/Robotics & Automation Instructor-STEAM, Effective June 30, 2020
- Joanna Dix, SPED Instructor, Effective June 30, 2020

b.) Leaves of Absence

c.) Retirements

d.) Appointments

- Susan Seaquist-Almono, Coordinator of Grants, Workforce Development & After School/Evening, Effective August 10, 2020
- Paul Carol, Electrical Instructor, Effective September 1, 2020
- John O'Brien, Plumbing Instructor, Effective September 1, 2020
- Joseph Cormier, Chemistry/Physics Instructor, Effective September 1, 2020
- Robin McCann, Cosmetology Instructor, Effective September 1, 2020
- Audra Durkin, Medical Assisting Instructor, Effective September 1, 2020
- Sherry Abruzese, Health Assisting Instructor, Effective September 1, 2020
- James Strickland, Horticulture Instructor, Effective September 1, 2020
- Chad Warren, Special Education Instructor, Effective September 1, 2020
- Joshua Ouellette, English Instructor, Effective August 25, 2020
- Shareen Alsebai, Chemistry/Physics Instructor, Effective August 25, 2020
- Joaquin Gomez, Parent Liaison, Effective September 1, 2020
- Fatma Ekim, Programming and Web Development Instructor, Effective August 25, 2020

One member reported that there are thirteen jobs and only one of them has a Spanish last name. She is starting to get concerned because of the large number of Spanish students but does not see a lot of teachers and administration that are Spanish. How do we process candidates to get jobs at GLTS? This is a just a general comment that I would like to put in the minutes. One member agrees and would like to know what we are doing to diversify personnel. Supt. Lavoie reported that we post the position on School Spring. A team of teachers and administrators goes through the candidates and interviews them. When the selection is made, the candidate is then forwarded to myself in which I set the salary. One member asked if we recruit candidates. Supt. Lavoie reported that we have contacted universities in the past and have worked with them to see if they have any teachers of color coming into the system. This year the Department of Education has put together a workshop to help schools recruit teachers of color. We are working on strategies and we are very much aware of trying to have more teachers of color in our school. One member reported that a few years ago, we asked this to be a priority and Ms. Freedman and Ms. Zielinski were members of a diversity committee and we brought in others to help consult. We first have to have people apply and it has been said at many of our meetings that we would like to secure more diversity in our staff from the top-level down. Ms. Freedman reported that she is very open to finding candidates of color for positions in our school. Supt. Lavoie reported that he held a workshop to learn how to become a vocational teacher. I additionally attended two sessions in Boston with Ms. Infante when she was a member of the District Committee. We wanted to get more information on how to recruit more people of color. One member does believe that it is something in the process that needs to be looked into. We need to figure out why there is not more applying and being hired. One member reported that we should know and have a process put in place. Supt. Lavoie reported that we do abide by the law and follow all protocols.

e.) Job Postings

- Administrator’s Secretary-Guidance, SY2020-21, Clerical Contract, Replacement Position (Job Description Attached)

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

2ND: Mr. Surillo

Roll Called by District Recorder:

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

#17402

- 10 Proctors for SAT, SY20-21, New Positions (each proctor is responsible for their assigned testing room. They will conduct a secure administration, read test scripts, record test timing, and report irregularities. One associate supervisor per testing room is required. Standard administration honorarium is \$125–\$133. Nonstandard is \$185–\$197)

Supt. Lavoie reported that we are going to Administer the SAT testing at GLTS and students from across the state will be coming here to take the test. We were requested by the Secretary of Education and will be getting reimbursed by the state for delivering and administrating this along with other fees for using our space. One member reported that it is a great honor to be able to host this and have our own students be able to take the SATs at the school

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

2ND: Mr. Surillo

Roll Called by District Recorder:

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

#17403

- 2 Hall Monitors to assist with test administration duties but do not administer the test for SAT, SY20-21, New Positions (They help with check-in, directing and monitoring students. 1 Hall Monitor is required for every 5 rooms. Standard administration honorarium is \$100–\$107. Nonstandard is \$130–\$138).

Supt. Lavoie reported that we will be getting reimbursed from the state

MOTION: Mr. Surillo moved to approve the job postings as presented

2ND: Ms. Fitzgerald

VOTE:

Roll Called by District Recorder:

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

#17404

- SPED Instructor, SY2020-21, Local 1707, Replacement Position

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

2ND: Ms. Disla

One member asked if we have a job description for this. Please email to one member.

VOTE:

Roll Called by District Recorder:

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

#17405

10. FUTURE AGENDA ITEMS

One member would like to take the position for the Bus Monitor off the table.

MOTION: Mr. Surillo moved to remove the position of Bus Monitor off the table

2ND: Ms. Fitzgerald

VOTE:

Roll Called by District Recorder:

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

#17406

One member reported that we were looking to hire teachers to be bus monitors, but since they will not be coming into the school, what would be the second option. Supt. Lavoie reported that we now are looking for them to deliver breakfast and lunch at the student's bus stops. We are also looking to see what the cost will be for the bus company to hire the monitors when we are ready.

MOTION: Ms. Fitzgerald moved to enter in Executive Session

2ND: Mr. Surillo

VOTE:

Roll Called by District Recorder:

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

#17407

ENTER EXECUTIVE SESSION

ENTER OPEN SESSION

MOTION: Mr. Surillo moved to approve the MOU with Local 1707 with the changes

2ND: Ms. Disla

VOTE:

Roll Called by District Recorder:

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

#17409

11. ADJOURNMENT

MOTION: Mr. Surillo moved to adjourn at p.m.

2ND: Ms. Disla

VOTE:

Roll Called by District Recorder:

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

#17410

Respectfully Submitted:



Susan Lally
District Recorder

Minutes Reviewed:



John N. Lavoie
Superintendent-Director