



Greater Lawrence Technical School

**DISTRICT COMMITTEE
OPEN MEETING MINUTES
MEETING #1823
December 14, 2021**

<u>Members Present:</u>	Francisco Surillo	Methuen	Chairperson
	Vivian Marmol	Lawrence	Vice Chairperson
	Zoila Disla	Lawrence	Assistant Treasurer
	Marilyn Fitzgerald	Andover	
	Leo Lamontagne	Lawrence	
	Anngybel Moreta	Methuen	

<u>Members Absent:</u>	Frank Rossi	North Andover
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<u>Others Present:</u>	John N. Lavoie	Superintendent-Director
	Susan Zielinski	Principal
	Gerry DiStefano	Treasurer
	Susan Lally	District Recorder

1. CALL TO ORDER

Chairman Surillo called the meeting to order at 6:00 p.m. with a pledge of allegiance and a moment of silence.

Roll Call by District Recorder: Mr. Rossi (absent), Ms. Fitzgerald (present), Ms. Disla (present), Ms. Moreta (absent), Mr. Lamontagne (present), Ms. Marmol (present), Mr. Surillo (present).

Supt. Lavoie presented District Committee Member, Anngybel Moreta a plaque and thanked her on behalf of all the students and staff for all she has done for the school. It was stated that it was an honor having her on the committee and especially as a graduate of the school. Ms. Moreta thanked the District Committee and reported that she has learned a lot and was grateful for the experience.

2. MINUTES

MOTION: Mr. Lamontagne moved to approve the minutes of November 23, 2021 as presented.

2ND: Ms. Fitzgerald

VOTE: Roll Called by District Recorder

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

Mr. Surillo Yes
#17990

3. FINANCE REPORT

a.) Cash Balance Report

Mr. DiStefano read the Cash Balance report of December 7, 2021 into the record.

MOTION: Mr. Lamontagne moved to approve the Cash Balance Report of December 7, 2021 as presented.

2ND: Ms. Fitzgerald

VOTE: Roll Called by District Recorder:

Ms. Rossi Absent

Ms. Fitzgerald Yes

Ms. Disla Yes

Ms. Moreta Yes

Mr. Lamontagne Yes

Ms. Marmol Yes

Mr. Surillo Yes

#17991

b.) Consolidated Cash Reconciliation Report

No Discussion

c.) Revolving Fund Report

No Discussion

d.) Budget Report

No Discussion

4. COMMUNICATIONS

a.) Donations

- *Cummings Properties, \$1,000 donation to be used for Plumbing Scholarships.*

b.) Articles

- *Greater Lawrence Tech Graduates Taking Part in MassSave Clean Energy Internships.*

Ms. Fitzgerald asked if we had to apply to receive the donation from Cumming Properties or was it presented to us? It would be nice to work with them. Supt. Lavoie reported that Cummings Properties has hired many of our students who have graduated from the construction trades. One of our Plumbing Instructors also has a working relationship with them. Ms. Fitzgerald thanked them for the donation.

c.) Public Participation

None

5. REPORTS OF THE SUPERINTENDENT-DIRECTOR

a.) *Out of State Travel*

MOTION: Mr. Lamontagne moved to approve the out of state travel for Ms. Brenda Coady, Special Education Instructor to travel to Bedford, NH on January 7, 2021 to attend a seminar, “Making Best Use of DESMOS to Strengthen your Math Instruction”.

2ND: Ms. Fitzgerald

VOTE: Roll Called by District Recorder:

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

#17992

b.) *Update on Dress Code*

Supt. Lavoie reported that we did have some issues at the beginning of the year with obtaining our uniforms and ID badges. We have resolved this and students now are following our dress code policy. Ms. Marmol wanted to clarify if a student is required to wear their shop uniforms in academic week as well? Supt. Lavoie reported that most shops do wear their shop uniforms in academic weeks. Ms. Marmol reported that she was concerned that a student’s attendance can be affected and felt it could be considered extreme if they are not wearing the correct pants. A petition regarding the dress code has been signed by over 500 students and was brought to her attention. Supt. Lavoie reported that we had a committee that was formed a few years ago to look at our dress code and to keep consistency in the classroom and the shop. When shops were half days, we had students changing out of their uniforms in the hallway in the middle of the day. We also want to keep equity within our school with regards to what is fair and affordable to all students. Principal Zielinski reported our current dress code really spells out what is required for shop week but not as clear for academic week. When an email was sent out to all students and staff to reinforce the dress code, a lot of responses came back with concerns of academic week. We plan on having a small committee made up of students, staff and community members from our school to look and make it clearer for both shop and academic weeks. Ms. Marmol reported that as District Committee Members, we need to take into consideration the students’ responses in the petition with a balance because there needs to be rules. I do believe in having a dress code. Principal Zielinski reported that we are taking a look at all of the issues and will be working with the Superintendent and students to come up with the right balance and will update the District Committee. Supt. Lavoie reported that we did send out an email to all parents stating that we were going to put a committee together for the students to express their concerns with regards to the dress code. Chairman Surillo reported that he would also like the dress code committee to address what proper Reggie gear is acceptable to wear and asked when the online store will be available to purchase items because not all parents are able to come to the school. Principal Zielinski reported that the online store should be up and working soon.

Opening up Shops to Public

Supt. Lavoie reported that he would ask the District Committee to table this agenda item to see where we are with COVID numbers after the holidays.

MOTION: Mr. Lamontagne moved to table this agenda item as presented.

2ND: Ms. Marmol

VOTE: Roll Called by District Recorder:

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

#17993

c.) Capital Improvement Requests E&D Account

Supt. Lavoie reported that the Capital Improvement Committee met to go through all of the projects to make sure we did not miss any. We also looked at additional projects that we may use E&D account money for. Supt. Lavoie asked the District Committee to table this agenda item until we get more information on our E& D Account. Once we have the final number and it gets certified, it will be brought back to the District Committee for approval.

MOTION: Mr. Lamontagne moved to table this agenda item as presented.

2ND: Ms. Fitzgerald

VOTE: Roll Called by District Recorder:

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

#17994

d.) Co-Op Report

Supt. Lavoie reported that we have 130 students out on Co-Op. That number continues to grow. Chairman Surillo asked why only one student in STEAM is on Co-Op? Supt. Lavoie reported that we have five students that are eligible. This has been a difficult shop to place students on because they are taking advanced courses to be engineers.

e.) January Calendar

Supt. Lavoie reported that we will be having a freshman information night with parents before they pick their shops. We will let the District Committee know when the date is determined. We try to get all 9th grade parent involved to help guide students pick their career choice. Chairman Surillo asked if this is held in person or remote? Supt. Lavoie reported remote.

6. REPORTS OF THE COMMITTEE

7. OLD BUSINESS

a.) District Committee Priorities

b.) Policy

- Section A, ADC

MOTION: Mr. Lamontagne moved to approve Section A, ADC as presented.

2ND: Ms. Fitzgerald

VOTE: Roll Called by District Recorder:

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

#17995

8. NEW BUSINESS

9. TABLED MATTERS

10. PERSONNEL CONSIDERATIONS/REPORT

a.) Resignations

- *Mr. James Christie, Chemistry Teacher, Effective December 10, 2021*

b.) Leaves of Absence

c.) Retirements

f.) Appointments

- *Ms. Madisyn Portorreal, Part-time School Committee Recording Secretary, Effective December 14, 2021.*

g.) Job Postings

- *Auto Collision Pre-NATEF Accreditation Process*

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Roll Called by District Recorder:

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

#17996

- ***Auto Tech Pre-NATEF Accreditation Process***

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#17997

- ***Evening ELL Adult Advanced Manufacturing Instructor***

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#17998

- ***ELL Paraprofessional for Evening Adult Advanced Manufacturing Training***

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#17998

- ***ELL Teacher for ELL Bootcamp***

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#17999

- ***OSHA 10 Instructor for Evening Advanced Manufacturing Training***

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#18000

- ***Math Instructor for Evening Bilingual Advanced Manufacturing Training***

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#18001

- ***Evening Adult Carpentry Instructor***

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#18002

- ***Evening Adult HVAC Instructor***

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald
VOTE: Unanimous
#18003

Supt. Lavoie reported that he would like to request a vote from the District Committee to accept additional posting ongoing after the packets have been disbursed.

MOTION: Mr. Lamontagne moved to allow late postings to be brought before the District Committee.

2ND: Ms. Fitzgerald

Ms. Fitzgerald reported that it would be unreasonable for us not to accept additional postings when postings of importance come up, especially if it is for the students. We should be able to entertain a late posting. Chairman Surillo reported that we don't technically need a vote because it is allowed and up to the discretion of the Chairperson. Ms. Disla reported that she wants to make sure that we get the information prior to the meeting on paper. Ms. Marmol reported that she too has no problem with late postings as long as she gets the information on paper.

VOTE: Roll Called by District Recorder:

Ms. Rossi	Absent
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Ms. Moreta	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	No

5 yes', 1 No

Motion Carries

#18004

- *Van/Mini Bus Drivers-Athletics*

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

Chairman Surillo asked what insurance and license is needed to drive the van? Are the students being driven home? Supt. Lavoie reported that our drivers can drive to different events, but cannot drive students' home. They need a regular driver's license to provide this service and have a clean driving record. Ms. Marmol asked if we do background checks on drivers? Supt. Lavoie reported yes, if they are not an employee of the school. If an employee of GLTS, then we only check their driving record. The background was already checked when hired. Ms. Zielinski reported that we are looking for current employees to do this.

VOTE: Unanimous

#18005

- *Math Enrichment Teacher*

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#18006

- *Paraprofessional Support for Athletics*

MOTION: Mr. Lamontagne moved to approve the job posting as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimous

#18007

11. FUTURE AGENDA ITEMS

No Discussion

12. EXECUTIVE SESSION

No Executive Session

13. ADJOURNMENT

MOTION: Mr. Lamontagne moved to adjourn at 7:00 p.m.

2ND: Ms. Fitzgerald

VOTE: Roll Called by District Recorder:

Ms. Rossi Absent

Ms. Fitzgerald Yes

Ms. Disla Yes

Ms. Moreta Yes

Mr. Lamontagne Yes

Ms. Marmol Yes

Mr. Surillo Yes

#18008

Respectfully Submitted:



Susan Lally
District Recorder

Minutes Reviewed:



John N. Lavoie
Superintendent-Director