



Greater Lawrence Technical School

**DISTRICT COMMITTEE  
OPEN MEETING MINUTES  
MEETING #1832  
February 15, 2022**

<b><u>Members Present:</u></b>	Francisco Surillo	Methuen	Chairperson
	Vivian Marmol	Lawrence	Vice Chairperson
	Zoila Disla	Lawrence	Assistant Treasurer
	Marilyn Fitzgerald	Andover	
	Thomas Hatem	Methuen	
	Leo Lamontagne	Lawrence	
	Frank Rossi	North Andover	

<b><u>Others Present:</u></b>	John N. Lavoie	Superintendent-Director
	Susan Zielinski	Principal
	Gerry DiStefano	Treasurer
	Madisyn Portorreal	District Recorder

*Roll Call was taken by District Recorder: Mr. Rossi (Present), Ms. Fitzgerald (Present), Ms. Disla (Present), Mr. Hatem (Present), Mr. Lamontagne (Present), Ms. Marmol (Present) and Mr. Surillo (Present).*

**1. CALL TO ORDER**

Chairman Surillo called the meeting to order at 6:09 p.m. with a pledge of allegiance and a moment of silence.

**2. MINUTES**

**MOTION:** Mr. Lamontagne moved to approve the minutes of January 31 & February 1, 2022 as presented.

**2<sup>ND</sup>:** Mr. Hatem

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Abstained
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18051

**3. FINANCE REPORT**

***a. Cash Balance Report***

Mr. DiStefano read the Cash Balance report of February 8, 2022 into the record.

Ms. Fitzgerald reported that she is grateful for the million dollars.

**MOTION:** Mr. Lamontagne moved to approve the Cash Balance Report of February 8, 2022 as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18052

***b. Consolidated Cash Reconciliation Report***

No discussion

***c. Revolving Fund Report***

No discussion

***d. Budget Report***

No discussion

***e. Revolving Line for Concession Stand***

Supt. Lavoie reported that he would like to have a revolving account strictly for the concession stand.

**MOTION:** Ms. Fitzgerald moved to approve the Revolving Line for Concession Stand as presented.

**2<sup>ND</sup>:** Mr. Lamontagne

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18053

#### **4. COMMUNICATIONS**

##### ***a. Donations***

Commonwealth Motors donated \$1,100 for the boys' basketball summer league.

##### ***b. Articles***

###### ***“30 years young and going strong, Andover Community Trust”***

Supt. Lavoie reported on the article GLTS has been in partnership with them almost since the beginning and have built six of ACT's affordable homes. There is a duplex in the process with a family moving in soon and the other side will be occupied shortly after. Great partnership for students and great exposure for GLTS in Andover.

###### ***Eagle Tribune Gr. Lawrence Tech Girls Greats***

Supt. Lavoie reported there was an article highlighting young ladies that played sports at GLTS. The Tribune has done this kind of story in the past all over the Merrimack Valley area.

###### ***Landscaping students successfully compete in Future Farmers of America***

Supt. Lavoie reported on a press release last month where GLTS students competed for the first time.

###### ***Gr. Lawrence Hall of Fame Inductees***

Supt. Lavoie reported there was an article in the Tribune on Sunday and other information regarding this event was posted on Facebook. The event will take place on March 6th.

###### ***Grand reopening of Great Looks Today Salon***

Supt. Lavoie reported that on February 10th was the grand reopening. Students are excited to have real patrons to work on. Chair reported that Ms. Reyes looked great and commended the marketing and community relations department for sharing this with the committee members.

##### ***c. Public Participation***

No discussion

#### **5. REPORT OF THE SUPERINTENDENT-DIRECTOR**

##### ***a. Admissions Report***

Supt. Lavoie reported that 1,353 students have fully completed the application, 580 have started applications and at the end of the admission cycle there should be over 1,600 applications which is by far the greatest number by about 300. Admissions has started to score the applications and by mid-March determination letters will be sent out. Ms. Marmol wanted confirmation on the date that determination letters would be mailed which Supt. Lavoie confirmed.

##### ***b. Co-Op Report***

Supt. Lavoie reported that around 130 students are out on co-op with that number continuing to increase. Supt. Lavoie reported that there are about 70% of students that are eligible, with 50% presently placed and the goal is for all to be placed.

##### ***c. Capital Improvement Projects***

Supt. Lavoie reported that the Committee met last week and approved several capital improvement projects. A couple of projects need to be voted on by the Committee such as the

field for youth programming which needs a wall and emergency access for a total of about \$140,000. This will be placed out for bid.

**MOTION:** Mr. Lamontagne moved to approve of the Field Capital Improvements Projects as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18054

*Child Care*

Supt. Lavoie reported that they are in the process of working with an Architect and consultant who has looked at the area (presently the Reggie Café) to make sure we meet the State regulations. The project would be a cost of approximately \$300,000 that will go out to bid. Ms. Marmol wanted to know if this was brought up prior or if this proposal was new? What is the capacity for children and is there a cost to staff. Supt. Lavoie reported that it would strictly be child care service for our staff and later as a Ch.74 program. A survey of the staff showed a substantial amount of interest. We are looking to have about 24-30 children over time. This would be at a cost to staff but substantially lower than market rate. Mr. Hatem asked who would be staffing the site. Supt. Lavoie reported that at this time it would be licensed outside staff.

**MOTION:** Mr. Lamontagne moved to approve the Child Care Capital Improvements Project as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18055

*Front Loader (Horticulture)*

Supt. Lavoie reported that the current front loader backhoe machine which is used for the horticulture program and maintenance but it isn't big enough. Looking to purchase a bigger front loader backhoe at a cost of about \$50,000. This will be advertised in order to receive 3 quotes.

**MOTION:** Mr. Lamontagne moved to approve the Front Loader Capital Improvements Project as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18056

*Forklift*

Supt. Lavoie reported that they currently own a forklift but that it is not strong enough or suitable for heavy equipment so they have been using another forklift from the lumber yard which is not a good practice because of insurance and liability. Also hired a company where they used their forklift. Looking to purchase one at a cost of about \$40,000-\$50,000.

**MOTION:** Mr. Lamontagne moved to approve the Forklift Capital Improvements Project as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18057

*Controls*

Supt. Lavoie reported that the roof top controls needed to be replaced as they are over 20 years old. There is presently about \$600,000 allocated for this project in the ESSER Grant but there is a need to fund another \$200,000 to complete the project. There is a company presently writing the RFP so that it would go out for bid.

**MOTION:** Mr. Lamontagne moved to approve the Controls Capital Improvements Project as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes

Mr. Lamontagne      Yes  
Ms. Marmol            Yes  
Mr. Surillo            Yes  
#18058

*Wellness Room*

Supt. Lavoie reported that they are looking to spend \$30,000 for the wellness room. The project consists of taking a wall down and changing the floor. This space is currently being used for physical education and leaving the room divided makes it hard to supervise. Mr. Hatem wants to make sure it is not a supporting wall. Supt. Lavoie confirmed it is not a supporting wall.

**MOTION:** Mr. Lamontagne moved to approve the Wellness Room Capital Improvements Project as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi              Yes  
Ms. Fitzgerald        Yes  
Ms. Disla              Yes  
Mr. Hatem              Yes  
Mr. Lamontagne        Yes  
Ms. Marmol            Yes  
Mr. Surillo            Yes  
#18059

*Parking Lot Pavement*

Supt. Lavoie reported that pavement of the parking lot, driveways and all hot tops can be funded via the E&D account. The money has to be included in the 2022-2023 budget and then this would go for a vote by each community. Ms. Fitzgerald reported that this has been put off and needs to be taken care of now as it is desperately needed and waiting will cost more. Ms. Marmol wanted to know the expected start date for all projects. Supt. Lavoie reported most will be started as soon as school is out but the rooftop control will be done sooner. Ms. Fitzgerald reported that the E&D can't be touched until the vote but everything should be ready to go. Chair asked about E&D certification and Supt. Lavoie reported that Maria has been working on this as this has to be submitted by the 17th. They were waiting for the auditor to finish their work and it was finalized by this morning. Preliminary numbers will be ready today and then ready to submit by tomorrow.

**MOTION:** Mr. Lamontagne moved to approve the Parking Lot Pavement Capital Improvements Projects as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi              Yes  
Ms. Fitzgerald        Yes  
Ms. Disla              Yes  
Mr. Hatem              Yes  
Mr. Lamontagne        Yes

Ms. Marmol            Yes  
Mr. Surillo            Yes  
#18060

***d. CTI Program for High School Students***

Supt. Lavoie reported that the CTI workforce adult program is for the unemployed/ underemployed adults. This is grant funded by the State via the Commonwealth Corporation. We have applied for ten programs for about \$600,000. One of the challenges they have faced was with recruitment and requested a meeting with the Secretary of Labor to fill the seats. Supt. Lavoie met with the four district high school Superintendents so their seniors can start the program during their last quarter where they would transition upon graduation into a 300-hour CTI Vocational Technical Program to prepare them for a job in the workforce. As part of the requirement from the State is that we would find them jobs upon completion. This would be a partnership with the Workforce Investment Board with funding approved via Commonwealth Corporation. Would like to start this as a new program as all Superintendents were excited about the program. Since the meeting with the Secretary and the Assistant Secretary of Education, Bob LePage has endorsed and has been promoting this program all across the State. Mr. Hatem asked if this is all grant money and Supt. Lavoie confirmed. Chairman Surillo asked if this was strictly for graduates or for GED/HiSet Certificate students and Supt. Lavoie confirmed.

**MOTION:** Mr. Lamontagne moved to approve the CTI program as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi            Yes  
Ms. Fitzgerald      Yes  
Ms. Disla            Yes  
Mr. Hatem            Yes  
Mr. Lamontagne      Yes  
Ms. Marmol           Yes  
Mr. Surillo            Yes  
#18061

***e. March Calendar***

No discussion

***f. Mask Mandate***

Supt. Lavoie reported that school districts can vote on the removal of masks. The Governor's mask mandate ends on February 28th. The COVID Committee met with staff and administrative team and would like to recommend that the mask mandate end on March 7th to allow for any upticks after February vacation. Chairman Surillo would like to make this optional as in April there is another vacation. Principal Zielinski brought this up during the principals meeting and staff would like additional time after February vacation. The SEL team is working on a mini lesson regarding the mask as a personal choice. Supt. Lavoie reported that he asked the staff about the February or March date and staff felt March would be best. Students have asked and are hesitant and worried so the additional week gives them peace of mind. Mr. Rossi asked about

April vacation and having the same set up. Supt. Lavoie reported he would wait until April to make any changes and would like to ask the committee to give them the option to mandate masks if needed in the future pending a vote from the Committee. Ms. Fitzgerald reported that making masks optional are for all or just for those that are vaccinated. Supt. Lavoie reported that being vaccinated or not makes no difference. Chairman Surillo also reported that nothing from the Governor was handed down to make it different for vaccinated and non-vaccinated. Mr. Lamontagne asked what is being done to support those that do not want to remove the mask. Supt. Lavoie reported that there wasn't a survey sent out to all, only a discussion in a staff meeting of about 20-30 staff members and it was a split on continuing until February or March and respecting all concerns was why March 7th was chosen. A notice to all regarding the March 7th decision will be sent out.

**MOTION:** Mr. Lamontagne moved to approve the Mask Mandate as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18062

## 6. REPORT OF COMMITTEES

No discussion

## 7. OLD BUSINESS

### *a. District Committee Priorities*

No discussion

### *b. Policy*

Ms. Marmol reported that she would like to table this matter.

**MOTION:** Ms. Disla moved to table the matter as presented.

**2<sup>ND</sup>:** Mr. Lamontagne

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18063



**8. NEW BUSINESS**

No discussion

**9. TABLED MATTERS**

No discussion

**10. PERSONNEL CONSIDERATIONS/REPORT**

***a. Resignations***

None

***b. Leaves of Absence***

None

***c. Retirements***

*Ms. Claire Matte, Secretary, effective April 8, 2022*

***d. Appointments***

None

***e. Job Postings***

- *Concession Stand Attendant, \$25 hour/spring 2022, new position*

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

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18064

- *Summer positions: Painters (3), Electricians (3), Plumbers (2), Carpenters (2) needed for summer projects throughout the summer, per Teachers Contract, Summer 2022, Annual Position.*

**MOTION:** Mr. Lamontagne moved to approve the summer job postings as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18065

- *Tutor-Senior Reggie Recovery, Per Local 1707 CBA, 3/5/22-5/28/22, New Position*

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

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18066

- *CTE Tutoring/Credentialing & Career Assessment Prep, up to 19 teachers @ 3 hours per week, up to 6 weeks, Local 1707 CBA, SY 21/22, New Position (Impact and Recovery Grant)*

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

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18067

## 11. FUTURE AGENDA ITEM

*a. Supt. Lavoie's will submit a report on Goals for March 15, 2022*

**MOTION:** Mr. Lamontagne moved to approve adding the out of state travel requests to the agenda as presented.

**2<sup>ND</sup>:** Mr. Hatem

**VOTE:** Roll Called by District Recorder:

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18068

***g. Out of State Travel***

Supt. Lavoie reported that the coaches would like to take a van to Rivier College to see Rivier College Boys Volley Ball team play on Tuesday, March 1st 7pm match against Colby Sawyer, Thursday, March 3rd 7pm match against Elms, Saturday, March 5th 11am and 1pm matches against Nichols and AIC, Saturday, March 19 11am and 3pm matches against Lasell and Emmanuel.

**MOTION:** Mr. Lamontagne moved to approve the out of State travel to Rivier College as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18069

***h. Out of State Travel***

Supt. Lavoie reported that some of the seniors would like to go to Atkinson Country Club on March 15th to view the venue for the senior prom using our own vehicle at no cost.

**MOTION:** Mr. Lamontagne moved to approve the out of State travel to Atkinson Country Club as presented

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18070

Chairman Surillo asked about partnership agreements with all districts. Mr. Lamontagne reported they have never had partnership agreements and Supt. Lavoie agreed. Chairman Surillo suggested they meet. Ms. Fitzgerald asked for clarification about the word partnership instead of charter. Chairman Surillo reported it is the agreement with all of the community partners and will meet with the Supt. Lavoie regarding those meetings.

**MOTION:** Mr. Lamontagne moved to take a recess at 7:15p.m.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18071

**MOTION:** Mr. Lamontagne moved to exit recess at 8:08p.m.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18072

**MOTION:** Mr. Lamontagne moved to enter into executive session at 8:10p.m.

**2<sup>ND</sup>:** Mr. Hatem

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18073

**ENTER EXECUTIVE SESSION**

**ENTER OPEN SESSION**

***12 b. Contract Negotiations***

Supt. Lavoie reported that they have agreed to a 2% increase with teachers leaving early at 2:55 on Wednesdays until June 30th.

**MOTION:** Mr. Lamontagne moved to approve the contract negotiations as presented

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18077

***12c. Business Administrator Position***

Ms. Marmol reported that Ms. Melissa Martel has been selected as the Business Administrator with a unanimous vote.

**MOTION:** Ms. Marmol moved to approve the Business Administrator Position as presented.

**2<sup>ND</sup>:** Mr. Fitzgerald

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Lamontagne	Yes
Ms. Marmol	Yes
Mr. Surillo	Yes

#18078

***12d. Remote Committee Member Participation***

Mr. Hatem reported that he would like to make a motion to allow any member to attend the District Committee meetings via zoom if they can't attend. Mr. Lamontagne reported that he is in support and that this motion is for any member and not just Mr. Rossi and that it should be for certain circumstances. Ms. Disla stated it should be allowed for all. Ms. Marmol wanted clarity if this was until April 1st. Chairman Surillo confirmed it goes in accordance with what the Governor says. Ms. Fitzgerald reported that they can have their Attorney reach out to the Attorney General on each district being able to conduct a zoom meeting further out after April 1st. Chairman is meeting with the Governor and asked if he should bring that up. Ms. Fitzgerald reported that since the Governor is on his way out it makes sense for this to be with their Attorney and the Attorney general. Supt. Lavoie reported that the motion should be until April 1st unless the law allows extenuating circumstances to go longer.

**MOTION:** Mr. Hatem moved to allow participation via zoom as presented.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder

Mr. Rossi	Yes
Ms. Fitzgerald	Yes
Ms. Disla	No
Mr. Hatem	Yes

Mr. Lamontagne      Yes  
Ms. Marmol            No  
Mr. Surillo            No

4 Yes', 3 No's  
*Motion Carries*  
#18079

**13. ADJOURNMENT**

**MOTION:** Mr. Lamontagne moved to adjourn at 9:05p.m.

**2<sup>ND</sup>:** Ms. Fitzgerald

**VOTE:** Roll Called by District Recorder

Mr. Rossi              Yes  
Ms. Fitzgerald        Yes  
Ms. Disla              Yes  
Mr. Hatem             Yes  
Mr. Lamontagne       Yes  
Ms. Marmol            Yes  
Mr. Surillo            Yes

#18080

Respectfully Submitted:



Madisyn Portorreal  
District Recorder

Minutes Reviewed



John N. Lavoie  
Superintendent-Director