



**DISTRICT COMMITTEE
OPEN MEETING MINUTES
MEETING #1867
June 6, 2023**

Members Present: Chairman Lamontagne Lawrence Chairperson
Thomas Hatem Methuen Vice Chairperson
Marilyn Fitzgerald Andover Assistant Treasurer
Zoila Disla Lawrence
Vivian Marmol Lawrence
Francisco Surillo Methuen
William Tarbox North Andover

Members Absent:

Others Present: John N. Lavoie Superintendent-Director
Susan Zielinski Principal
Melissa Martel Director of Finance
Gerry DiStefano Treasurer
Cheryl Dennis District Recorder

1. CALL TO ORDER

Chairman Lamontagne called the meeting to order at 6:00PM
Roll Call by District Recorder: Ms. Fitzgerald (present), Ms. Disla (present), Mr. Hatem (present), Mr. Surillo (present), Ms. Marmol (present), Mr. Tarbox (present), Mr. Lamontagne (present).

2. MINUTES

MOTION: Ms. Fitzgerald moved to approve the May 23, 2023, minutes as presented.

2ND: Mr. Hatem

VOTE: Roll Call by District Recorder

Mr. Tarbox Yes
Ms. Fitzgerald Yes
Ms. Disla Yes
Mr. Hatem Yes
Mr. Surillo Yes
Ms. Marmol Abstain
Mr. Lamontagne Yes

#18538

3. FINANCE REPORT

a. Cash Balance Report

Mr. DiStefano read the Cash Balance report into the record.

MOTION: Ms. Fitzgerald moved to approve the Cash Balance report as presented.

2ND: Mr. Hatem

VOTE: Unanimously Approved
#18539

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. REPORTS OF THE SUPERINTENDENT-DIRECTOR

a. Strategic Plan

MOTION: Ms. Fitzgerald moved to approve the Strategic Plan as submitted (May 23, 2023)

2ND: Mr. Hatem

VOTE: Unanimously Approved
#18540

b. Admissions Report
No Discussion

c. DC Meeting Dates SY2023-2024
No Discussion

d. Parking Lot Project

Superintendent Lavoie updated the Committee on the Parking Lot Project stating an RFP was going out early next week. Mr. Hatem asked how long the project would take? Superintendent Lavoie responded it would take the month of July and August. Ms. Disla asked for clarification to which Superintendent Lavoie indicated that it was for stripping and repaving. Mr. Surillo asked if there would be new lines which Superintendent Lavoie replied there would be. Ms. Fitzgerald questioned if the sidewalks were going to be redone as well? Superintendent Lavoie indicated that yes, they would be.

e. Capital Improvement-Bus Purchase

Superintendent Lavoie updated the Committee on the purchasing of two mini-buses that was approved by the Capital Improvement Committee on June 2, 2023. Supt. Lavoie stated we need to place two of our vans with mini buses which are much safer. Looking to purchase a second-hand bus and one new one. Mr. Surillo asked if the drivers need to be CDL certified? Superintendent Lavoie responded not if we're not picking them up in the morning and returning them home at the end of the day. We'll just be transporting students during the day

and so we don't need the 7D license. Mr. Surillo questioned why isn't the bus company picking them up? Superintendent Lavoie said it wasn't in their original contract and they didn't have the availability when asked. Mr. Surillo stated that he wants something from the bus company stating why they aren't providing the service which is required by law to us and what do we get in return for not getting that? Ms. Marmol questioned why we weren't purchasing two used buses instead of one of each given the drastic difference in pricing. Superintendent Lavoie stated that another one was not available at the safety level, quality and low mileage we require. Ms. Disla questioned why we are discussing two buses when the documents provided indicated that the capital improvement team had approved only one. Superintendent Lavoie said it should have said two buses and it needs to be corrected. Chairman Lamontagne indicated it was a typo that would be fixed. Ms. Martel said homeless transportation was part of our budget but not part of our contract. Ms. Martel clarified that while homeless transportation wasn't in our contract, by law we have to provide it. Mr. Surillo said by law the bus company should provide it. Mr. Surillo indicated that he would review what they need to provide. Ms. Fitzgerald asked if it required an RFP or a bid; and if so, can we still obtain the offered deal from the original dealer? Ms. Martel said as a state contract, an RFP wasn't required. Mr. Hatem asked what the plans were for the three existing vans to which Superintendent Lavoie responded that they will be auctioned.

MOTION: Ms. Fitzgerald moved to approve the purchase of two buses as presented.

2ND: Mr. Hatem

VOTE: Unanimously Approved

#18541

MOTION: Mr. Surillo moved to request documentation from the bus company that states in their contract or by state law that they are not required to provide bus services for our housing insecure students.

2nd Ms. Marmol

VOTE: Unanimously Approved

#18542

f. Supt Superintendent Lavoie's Evaluation

Superintendent Lavoie reported that we've currently received three back and would like the remaining four back by next Tuesday, June 13th.

g. Graduation

Superintendent Lavoie updated the Committee on the details of our graduation on this Thursday, June 8, 2023, at 6:00PM, reception 5-5:30PM (Reggie Café) for all invited guests including School Committee members and our keynote speaker. If rescheduled due to the weather it may take place on Saturday or Sunday. Ms. Disla asked who the keynote speaker was? Superintendent Lavoie responded it was Associate Commissioner of Vocational Education, Elizabeth Bennett.

h. Health Insurance

Superintendent Lavoie updated the Committee on Health Insurance.

The original recommendation was 4%, but it's now an increase of 2.1% in our rates.

MOTION: Mr. Surillo moved to approve the increase in our Health insurance.

2ND: Mr. Hatem

VOTE: Unanimously Approved

#18543

Ms. Fitzgerald asked what the split was to which Superintendent Lavoie indicated it was 80/20.

i. Principal's Report

Principal Zielinski was not present. Superintendent Lavoie referred members to documents for their review which would be voted on at the next meeting: Student Handbook, School Improvement Plan, the Draft Equitable Grading Policy and the Tentative Student Report.

Ms. Fitzgerald mentioned it was nice to have the changes pertaining to the student handbook on a separate. Superintendent Lavoie mentioned there's been a lot of conversation about cell phone use so we may have some tentative language for your review at our next meeting regarding that. Mr. Surillo questioned what was being done to enforce the uniform policy stating he'd seen students in pajama pants. Superintendent Lavoie responded if a student shows up improperly dressed a faculty member should send them to the discipline office to determine if they're violating the policy. From there the parent is notified to bring the student proper attire. Mr. Surillo requested an update on whether or not this is being followed through? Chairman Lamontagne indicated this should come from the principal's office.

MOTION: Mr. Surillo moved that the principal's office provide a report indicating what we're doing to follow-up on student attire? (Protocol of violations of dress code) Is the teachers dress code held to the same standards as the students and request the school council take a second look in regards to targeting female dress code.

2nd Ms. Disla

Ms. Marmol asked to confirm the student handbook was approved by school council and comes to us to finalize the vote. What is the council made up of? Superintendent Lavoie said it consists of parents, teachers and administrators. Ms. Marmol stated she'd previously voiced her concern that the uniform policy targets females and questioned if the dress code applies to teachers. If a teacher can wear a dress why can't a student? Why the difference? Wants to be sure we're not trying to sexual things that are not meant to be sexualized.

Superintendent Lavoie recommended dress codes concerns be directed to the principal's office to gain clarity on the policy. He also mentioned that the dress code of teachers would be looked at within the teacher's handbook. Ms. Marmol voiced her concern that perhaps we're too harsh on certain items. Mr. Surillo asked if Ms. Marmol wanted to match staff and students? Ms. Marmol responded not necessarily but would like to know why the difference exists. Ms. Disla wanted to know if anyone could contact the principal to ask questions about this? Superintendent Lavoie responded yes. Chairman Lamontagne stated we're not changing anything, we're just requesting information with this motion.

VOTE: Unanimously Approved

#18544

j. Out of State Travel

Boys' Basketball team to travel to Exeter, NH, June 22-24th, 2023, for a basketball tournament, cost is \$325.00 funded by Student Activity Account.

MOTION: Mr. Surillo moved to approve the Out of State Travel requests as presented.

2ND: Mr. Hatem

VOTE: Unanimously Approved

#18546

Ms. Fitzgerald wants to be certain it's in compliance with MIAA regulations regarding contact and out of season with your own coach. She couldn't read the signature to see who requested it. She'll approve if it's in compliance. Ms. Disla asked if we're approving something from the student account and if we'd built it into the budget. Superintendent Lavoie responded yes.

Boys' Basketball to travel to Portland, ME June 30-1st, 2023, for a basketball tournament, cost is \$250.00 funded by Student Activity Account.

MOTION: Mr. Surillo

2ND: Mr. Hatem

VOTE: Unanimously Approved

#18547

6. REPORTS OF THE COMMITTEE

7. OLD BUSINESS

a. District Committee Priorities

b. Policy

Section B: BEDA-Notification of School Committee Meetings

MOTION: Ms. Fitzgerald moved to approve Section B: BEDA-Notification of School Committee Meetings as presented.

2ND: Mr. Surillo

VOTE: Unanimously Approved

#18548

8. NEW BUSINESS

9. TABLED MATTERS

10. PERSONNEL CONSIDERATIONS/REPORT

a. Resignations

b. Leaves of Absence

c. Retirements

d. Appointments

e. Job Postings

(Informational)

- (2) Cosmetology Instructors, Teachers Contract, Summer School

(New Position)

- Paraprofessional for Carpentry, Para Contract, SY 2023,2024

MOTION: Mr. Surillo moved to approve the new position as presented.

2ND: Ms. Fitzgerald

VOTE: Unanimously Approved

#18549

Mr. Surillo asked what kind of support are we giving special need students when it comes to shops indicating he's hearing complaints relative to minimal para support in the shop area. Superintendent Lavoie responded we do have paraprofessionals that work with particular shops but not for the entire day. In some cases, they stay within the shop to help the teachers if the need is there. Mr. Surillo asked if they stay with the shop, not the student to which Superintendent Lavoie stated they go from shop to shop.

11. FUTURE AGENDA ITEM

12. EXECUTIVE SESSION

MOTION: Ms. Fitzgerald moved to enter in to Executive Session at 6:43PM

2ND: Mr. Hatem

VOTE: Roll Call by District Recorder

Ms. Marmol Yes

Mr. Tarbox Yes

Ms. Fitzgerald Yes

Ms. Disla Yes
Mr. Hatem Yes
Mr. Surillo Yes
Mr. Lamontagne Yes
#18550

MOTION: Mr. Surillo moved to accept MAPSA agreement.

2nd: Mr. Hatem

VOTE: Unanimously Approved

#18553

MOTION: Ms. Fitzgerald moved to award non-reps with a performance clause in their contract with a 1% increase.

2nd: Mr. Surillo

Unanimously Approved

#18554

13. ADJOURNMENT


MOTION: Ms. Fitzgerald moved to adjourn at 7:12PM.

2ND: Mr. Hatem

Unanimously Approved

#18555

Respectfully Submitted:



Cheryl Dennis
District Recorder

Minutes Reviewed:



John N. Superintendent Lavoie
Superintendent-Director