



**DISTRICT COMMITTEE
OPEN MEETING MINUTES
MEETING #1870
August 29, 2023**

Members Present: Leo 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

a. Minutes from June 20th & July 11th, 2023

MOTION: Ms. Fitzgerald moved to approve the minutes of June 20th & July 11th, 2023

2ND: Mr. Surillo

VOTE: Unanimously Approved W/Ms. Marmol abstaining from the minutes of June 20, 2023
#18585

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.

2ND: Mr. Surillo

VOTE: Unanimously Approved
#18586

b. Consolidated Cash Reconciliation Report

No Discussion

c. Revolving Fund Report

No Discussion

d. Budget Report

No Discussion

4. COMMUNICATIONS

a. Donations

- 2006 Honda Pilot, valued at \$3,375.00 donated by Ms. Christine Anderson, Andover, MA
- Machines for Advance Mfg., donated by Southwestern Industries, Rancho Dominguez, CA
- The Odel Foundation awarded GLTS with a grant in the amount of \$450,000

Supt. Lavoie went over the process of obtaining this grant which is for the hanger at the airport, a new tracking system and GLTS student work program. Ms. Marmol questioned the breakdown of the distribution of the \$300,000 for the hanger space to which Superintendent Lavoie responded it's targeted for construction but the numbers are currently being put together. Mr. Surillo questioned the status of the closing on the hanger at the airport to which Superintendent Lavoie stated the attorney indicated we're ready to sign.

b. Articles

None

c. Public Participation

None

5. REPORTS OF THE SUPERINTENDENT-DIRECTOR

a. Out of State Travel (3)

1. GLTS Fall and Winter Cheer Teams will travel to A2 Cheer and Gym, Salem, NH in the Fall. No Cost.

MOTION: Mr. Surillo moved to approve travel as presented.

2ND: Ms. Marmol

VOTE: Unanimously Approved

#18587

2. GLTS Golf Team will travel to World Cup Golf Center, Hudson, NH for a Golf Match on September 29, 2023. No Cost.

MOTION: Mr. Surillo moved to approve travel as presented.

2ND: Ms. Marmol

VOTE: Unanimously Approved

#18588

3. Supt. Lavoie and (2) Administrators will travel to the ACTE's Career Tech Vision 2023 Conference, Phoenix, AZ, November 29-December 2, 2023. The estimated cost for all three attendees is: \$7,915.00.

MOTION: Ms. Fitzgerald moved to approve travel as presented.

2ND: Mr. Hatem

VOTE: Unanimously Approved

#18589

Ms. Fitzgerald pointed out that the first two were not signed by the traveler - they need to be completed.
Mr. Surillo requested members receive a copy of the signed documents.

b. Wellness Policy Update

Superintendent Lavoie informed the Committee the Director of Cafeteria & Food Services wanted to add the clause: 'limiting items sold in vending machines to water' and GLTS would not sell food in the vending machines that didn't meet federal standards.

MOTION: Ms. Fitzgerald moved to approve the Wellness Policy Update.

2ND: Ms. Disla

VOTE: Roll Call by District Recorder

Ms. Marmol	Yes
Mr. Tarbox	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Hatem	Yes
Mr. Surillo	No
Mr. Lamontagne	Yes

6 yes', 1 no

Motion Carries

#18590

c. Admission's Report

Superintendent Lavoie updated the Committee on admissions. Mr. Surillo questioned how many of the transfer students were from Methuen to which Superintendent Lavoie responded two. He went on to say we receive a lot of applicants but they are limited to accepting only what's available. Ms. Marmol asked what programs have availability? Superintendent Lavoie indicated he would provide them with that information. Ms. Marmol questioned what shops have been consistently low for the last three years for transfer students? Ms. Marmol questioned the capacity each shop should be and wanted to see a breakdown of that information. How many students actually picked a particular shop and how many were filled by transfer students? Perhaps we need to look at expanding high demand programs instead of filling shops with a lot of transfer students. Superintendent Lavoie said we've struggled for the last 10 years to get students interested in high tech programs yet the demand and job market is there; and we need to get more students interested in these particular programs. Ms. Marmol said if the students we enroll are not choosing those shops we need to find the middle ground to figure out what to do with those programs. Ms. Fitzgerald asked if we're increasing the student teacher ratio-particularly in our academic classes? Superintendent Lavoie said additional teachers were hired. We are monitoring class sizes especially in the 9th and 10th grades.

MOTION: Ms. Marmol moved to obtain records for the last 3 years of the top programs not being filled to its capacity and which shops the transfer students originally requested.

2ND: Mr. Surillo

VOTE: Unanimously Approved

#18591

MOTION: Ms. Marmol wants to see what we're currently doing to promote shops outside the school? What grades are we targeting? Who from our staff is going out and is there a specific calendar outlining the schools? Is it a verbal or PowerPoint presentation?

Superintendent Lavoie indicated he could provide them with a marketing plan being developed for the upcoming year which includes everything you're asking for.

2ND: Mr. Surillo

Ms. Fitzgerald said we have no problem getting students in the door. During the exploratory process students discover something else. In her opinion, she feels no interest exists in a particular shop because the teacher isn't promoting it well enough indicating the problem is internal as opposed to external. Mr. Surillo agrees with Ms. Fitzgerald but feels we need to figure out what the difference is. Mr. Tarbox asked how many open houses were held at GLTS to which Superintendent Lavoie responded one in the Fall. Ms. Marmol asked how many shops there were to which Superintendent Lavoie responded 22/23.

Ms. Marmol questioned if GLTS was promoting every shop or just highlighting certain ones to which Superintendent Lavoie stated every shop is being promoted.

VOTE: Unanimously Approved

#18592

d. Update on Summer Projects

Superintendent Lavoie went through a list of what had been worked on during the summer: cafeteria, aviation, landscaping, we built three new science labs, completed the programming shop, flooring on the playground, small gym, alarm system, aviation hanger, paving project, new classroom building that will house three new classrooms, phase 4 field, two new offices in administrative office area, refinished the floors, new floors in culinary new ventilation project – upcoming project: addressing roof leaks

e. Thank you Letter-Maura Healey

MOTION: Mr. Hatem moved to add the letter in the record.

2ND: Ms. Fitzgerald

VOTE: Unanimously Approved

#18593

f. Upcoming Accountability Audit

Superintendent Lavoie went over a slide presentation outlining the accountability audit which will occur during this SY2023-24. Mr. Hatem asked if a team of administrators or the Principal would be working on this? Superintendent Lavoie stated Ryan Brown had been appointed to lead a team with the support of both the Principal and Superintendent. Mr. Surillo questioned which school committee members would they pick to meet with to which Superintendent Lavoie responded they'll meet with the whole committee.

g. Principal's Report

Principal Zielinski reviewed summer programming, the recent new teacher orientation, GLTS' SY 23-24 opening today, Grading for Equity update and literacy academy via a slide presentation. Mr. Hatem expressed his gratitude mentioning he and Ms. Marmol attended the welcoming back of the staff. There were a lot of questions about the grading system that were well answered. Ms. Marmol requested clarification on points not being deducted for late submissions under Grading for Equity practices. Principal Zielinski said for assignments submitted late relative to soft skills and career readiness we're looking for the student to do the work stressing work completion. They're marked late but we're still accepting them. Mr. Surillo expressed his concern that students were not being held to deadlines that do occur in the real world stressing the importance of holding them accountable. Principal Zielinski responded our Rubric will help with that.

6. REPORT OF COMMITTEES

7. OLD BUSINESS

a. District Committee Priorities

MOTION: Ms. Fitzgerald moved to either improve the current sound system or hold the meeting at another location.

2ND: Mr. Surillo
VOTE: Unanimously Approved
#18594

b. Policy

Section B: BEDD-Rules of Order and BEDF-Voting Method as presented.

MOTION: Ms. Fitzgerald moved to approve Section B as presented.

2ND: Mr. Surillo

VOTE: Unanimously Approved
#18595

8. NEW BUSINESS

9. TABLED MATTERS

a. Easement Proposal from Town of Andover

MOTION: Mr. Surillo moved to remove the Easement Proposal from the Town of Andover from Tabled Matters.

2ND: Mr. Hatem

VOTE: Unanimously Approved
#18596

Superintendent Lavoie informed the District Committee the town of Andover has agreed to give us a 25-year easement in exchange for the same.

MOTION: Ms. Fitzgerald moved to accept the Easement Proposal from the Town of Andover.

2ND: Mr. Hatem

VOTE: Unanimously Approved
#18597

b. Faculty Dress Code

MOTION: Ms. Fitzgerald moved to remove the Faculty Dress Code from Tabled Matters.

2ND: Mr. Hatem

VOTE: Unanimously Approved
#18598

Superintendent Lavoie went over his plan to develop an appropriate, professional dress code for faculty staff with their input which he will report back to the District Committee. Mr. Surillo agrees the staff standard should be professional. Mr. Hatem feels shop staff should be in uniforms and brought up the possibility of the school providing an allowance for the uniforms which might advertise GLTS.

MOTION: Ms. Disla moved to keep the Faculty Dress Code under Tabled Matters.

2ND: Mr. Surillo

VOTE: Unanimously Approved
#18599

c. Student Cellular Device Policy

MOTION: Ms. Fitzgerald moved to remove the Student Cellular Device Policy from Tabled Matters.

2ND: Mr. Surillo

VOTE: Unanimously Approved
#18600

Superintendent Lavoie updated the District Committee on the use of cell phones by students stating they'd be locked up upon entry to classrooms displaying one of the boxes. Mr. Lamontagne questioned the cost of the boxes to which Superintendent Lavoie responded \$90 per box. We received a grant of \$25,000 from the Department of Education which will be utilized for this. Mr. Tarbox questioned if every box would have the same key to which Superintendent Lavoie responded no, they'll all have different keys. Principal Zielinski said students may possess additional burner phones in an attempt to use so consequences will be implemented. Ms. Marmol asked if there would be slot numbers? Principal Zielinski believes the teachers will assign slot numbers. Superintendent Lavoie indicated all teachers would be required to do this if approved for consistency. Mr. Surillo voiced his concern about alerts and mentioned young, tech savvy students can get into anything and phones may disappear. He'd like to hear from parents prior to voting. Superintendent Lavoie feels it's the school's decision, not the parent's decision. Mr. Surillo stressed it's the School Committees decision to make the policy. Superintendent Lavoie said schools are currently doing something similar and have seen an increase in student performance. Mr. Surillo wants to see the data that supports that statement. Superintendent Lavoie feels it's important to have a yes vote on this tonight. Ms. Disla agrees 100 percent with this policy asking if one earphone could be used during breaktime only to which Superintendent Lavoie responded yes. Mr. Lamontagne wants to vote yes but would like a report in Dec on how it's going. Mr. Hatem mentioned the effective use of boxes in the past and he wants to vote yes. Ms. Fitzgerald said she's totally in support of this and we can evaluate it in a couple of months.

MOTION: Ms. Fitzgerald moved to approve the Student Cellular Device Policy and include a report back at our December meeting on how it's going.

2ND: Mr. Hatem

VOTE: Roll Call by District Recorder

Mr. Hatem	Yes
Mr. Surillo	No
Ms. Marmol	Yes
Mr. Tarbox	Yes
Ms. Fitzgerald	Yes
Ms. Disla	Yes
Mr. Lamontagne	Yes

6 Yes', 1 No

Motion Carries

#18601

MOTION: Mr. Surillo moved to see the data backing up the effectiveness of current cell phone policies in other schools.

2ND: Mr. Hatem

VOTE: Unanimously Approved

#18602

MOTION: Ms. Disla moved to keep an ongoing report under tabled matters relative to how cell phone use is going.

2ND: Mr. Surillo

VOTE: Unanimously Approved

#18603

10. PERSONNEL CONSIDERATIONS/REPORT

a. Resignations

b. Leaves of Absence

c. Retirements

d. Appointments

List of New Hires are provided in the packet.

e. Job Postings

11. FUTURE AGENDA ITEM

12. EXECUTIVE SESSION

MOTION: Ms. Fitzgerald moved to enter into Executive Session at 7:46PM

2ND: Mr. Surillo

Vote: Roll Call by District Recorder

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

#18604

Enter Executive Session

Enter Open Session

13. ADJOURNMENT

MOTION: Ms. Fitzgerald moved to adjourn at 8:00PM

2ND: Ms. Surillo

VOTE: Unanimously Approved

#18607

Respectfully Submitted:



Cheryl Dennis
District Recorder

Minutes Reviewed:



John N. Lavoie
Superintendent-Director