



**DISTRICT COMMITTEE  
OPEN MEETING MINUTES  
MEETING #1873  
October 10, 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 Lavoie                                      Superintendent-Director  
Susan Zielinski    Principal  
Melissa Martel    Director of Finance  
Gerry DiStefano    Treasurer  
Cheryl Dennis    District Recorder

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**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 (arrived at 6:07PM), Ms. Marmol (present), Mr. Tarbox (present), Mr. Lamontagne (present).*

**2. MINUTES**

*a. Minutes from September 26, 2023*

**MOTION:** Ms. Fitzgerald moved to approve the minutes of September 26, 2023

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

**VOTE:** Unanimously Approved w/o Mr. Surillo  
#18523

**3. STUDENT REPORT**

Yeison and Maureen presented the student report to District Committee members via slides. Topics discussed included the 2024 yearbook committee, the creative arts club, GLTS gender and sexuality alliance, a new school rep opportunity, senior/captains sport posters, the upcoming sport games schedule, class of 2026 fundraiser, WINrichment opportunities for students, the homecoming 2023 dance to be held on Friday, October 27<sup>th</sup>, and spookizza night.

Ms. Fitzgerald asked if spookizza night was being sponsored by a class to which Principal Zielinski responded it was a collaborative effort between the yearbook, freshmen, sophomore and junior classes.

#### **4. FINANCE REPORT**

- a. Consolidated Cash Reconciliation Report*
- b. Revolving Fund Report*
- c. Budget Report*

Ms. Fitzgerald questioned what \$100,000 listed in the warrant for field people was in reference to. Supt. Lavoie believes it was for the block wall at the far end of the field measuring 12' high 170' long.

#### **5. COMMUNICATIONS**

- a. Donations
- b. Articles
- c. Public Participation

#### **6. REPORTS OF THE SUPERINTENDENT-DIRECTOR**

##### **a. *Civil Rights Complaint Policy/Nutrition Programs***

Supt. Lavoie presented the new Civil Rights Complaint Policy & Procedures for Sponsoring Organization of Child Nutrition Programs.

**MOTION:** Ms. Fitzgerald moved to approve the Civil Rights Complaint/Nutrition Program as presented.

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

**VOTE:** Unanimously Approved

Ms. Fitzgerald requested today's date be included. Ms. Disla asked if GLTS created this policy or if it was recommended to which Supt. Lavoie stated the recommendations came from the state and the policy itself was required by law.

#18524

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

Supt. Lavoie stated as of September 28<sup>th</sup>, GLTS currently has 115 students on Co-Op. The Dental Assistant Program has the most students out on Co-Op leading all programs with a total of 17 students with Health Assistant directly behind them.

##### **c. *Admissions Report***

Supt. Lavoie reported as of Oct 1<sup>st</sup>, GLTS has 485 freshmen students which is the largest freshmen class to date added to a total of 1,394 students. Ms. Fitzgerald questioned if GLTS follows-up to learn why students withdrew? Supt. Lavoie stated students withdrawing before Oct 1<sup>st</sup> and after enrolling meet with the Director of Guidance to determine why they choose to do so. Ms. Fitzgerald noted enrollments of students from Windham and Woodbury asking if they had moved or were still living in those communities. Supt. Lavoie responded they would have been required to move into the district.

##### **d. *Update on After Dark Enrollment***

Supt. Lavoie updated the District Committee on the After Dark Enrollment. He stated the After Dark Program has a total of 66 new students this year consisting of 44 from Lawrence, 7 from Methuen, 7 from N. Andover, 7 from Andover and 1 from Phoenix Academy which is a charter school from the city of Lawrence. Mr. Surillo questioned the programs offered in the After Dark Program to which Supt. Lavoie responded there are six: HVAC, Advanced Manufacturing, Automotive, Metal Fabrication, Health Assisting and adding IT. GLTS hopes to add Electrical next year. Mr. Surillo commended the program.

##### **e. *Update on the Hot Top Project***

Supt. Lavoie updated the District Committee on the Hot Top Project. He indicated the project would be completed with the painting of two more lines. The company itself was very good to work with. Special thanks to our Director of Facilities, Lance Hamel, who saved us \$50,000 by effectively negating the necessity of a project manager to oversee things.

**f. SY23-24 GLTS Admissions Outreach Events**

Supt. Lavoie updated the District Committee SY23-24 GLTS' Admissions Outreach Events Referencing their packets Supt. Lavoie indicated we'll visit all our middle schools as well as other events throughout the communities. Others will be added to the list throughout the year. Mr. Surillo asked why GLTS hadn't made it to Methuen Day? Principal Zielinski indicated GLTS was placed on a wait list and was unable to attend due to the lateness of the final acceptance date.

**g. Middle School Counselors Breakfast**

Supt. Lavoie updated the District Committee on the Middle School Counselors Breakfast on October 19, 2023 at 9:00am in the Four Winds. We'll be updating invited middle school counselors on some of the new program changes, the curriculum, our admissions policy, and the school visit and open house dates. Supt. Lavoie will facilitate a presentation acknowledging the important role their support is to students and their families to make good, informed decisions. GLTS graduates will do a presentation as well. Tours of the school will be offered at the end of the breakfast for those interested. Ms. Disla said this sounded very engaging and asked if this were taking place for the first time to which Supt. Lavoie responded it's a well-attended event that we hold every year. Ms. Fitzgerald noticed one missing from the core 4, the Andover Youth Center. Had they been invited to participate? Supt. Lavoie did not have that information at this time but would look into it and inform them at a later date.

**h. Meal Pricing for Students 2nd breakfast/lunch and for Adults**

Supt. Lavoie updated the District Committee on the Meal Pricing for Student's 2nd breakfast/lunch due to the Food Service Administrative Review. In order for GLTS to comply, the school is required to charge more for Student's 2nd breakfast and 2nd lunches and adults' breakfast and lunches. It is the recommendation of the Director of GLTS lunch program to increase students' breakfast from .75 to 1.00 and lunch from 2.00 to 3.00 and increase breakfast for adults from 2.00 to 3.00 and lunch from 4.00 to 5.00.

**MOTION:** Mr. Surillo moved to approve the Meal Pricing for Students 2<sup>nd</sup> breakfast/lunch and for Adults as presented.

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

**VOTE:** Unanimously Approved

#18525

**i. Out of State Travel**

Ms. Heather Silva, ELA instructor will travel to the NCTE Annual Convention in Columbus, OH, November 16-20, 2023, cost for registration only \$325.00 (By Oct. 11th)

**MOTION:** Mr. Surillo moved this motion for discussion.

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

Mr. Surillo said he saw no accompanying information for hotels, meals, travel expenses etc. Supt. Lavoie stated the teacher was requesting pay for just the convention itself, no other charges. Ms. Fitzgerald noted it was an odd request originally thinking someone had forgotten to fill out the necessary documentation. Chair.

Lamontagne said it simply pertained to the registration.

**MOTION:** Mr. Surillo moved the motion from discussion to approval of the Out of State Travel as presented.

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

**VOTE:** Unanimously Approved

#18526

**7. REPORTS OF COMMITTEE**

**8. OLD BUSINESS**

a. District Committee Priorities

b. Policy

Section B: BEE-Special Procedures for Conducting Hearings

**MOTION:** Mr. Surillo moved to approve Section B: BEE-Special Procedures for Conducting Hearings.

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

**VOTE:** Unanimously Approved

#18527

## 9. NEW BUSINESS

Chair. Lamontagne noted the next scheduled meeting for the District would occur on election night and suggested rescheduling it for another date.

**MOTION:** Ms. Fitzgerald moved to reschedule the next meeting of the District Committee to Wednesday, November 8, 2023.

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

**VOTE:** Unanimously Approved

#18527

Ms. Disla requested a reminder of the change be sent to everyone to which Supt. Lavoie responded a reminder would be sent to all members on the first of November.

## 10. TABLED MATTERS

Faculty Dress Code

## 11. PERSONNEL CONSIDERATIONS/REPORT

*a. Resignations*

*b. Leaves of Absence*

*c. Retirements*

*d. Appointments*

- Griselle Ferreira, Paraprofessional, Effective, September 2023
- Victoria Arroyo, Cafeteria Utility Aide, Effective, September 2023
- Andrew Fonseca, Cafeteria Utility Aide, Effective, September 2023
- Ian Mackinnon, Plumbing Instructor, Effective, September 2023

*e. Job Postings*

## 12. FUTURE AGENDA ITEM

## 13. ADJOURNMENT

**MOTION:** Mr. Surillo moved to adjourn at 6:43PM

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

**VOTE:** Unanimously Approved

#18528

Respectfully Submitted:



Cheryl Dennis  
District Recorder

Minutes Reviewed:



John N. Lavoie  
Superintendent-Director