



**DISTRICT COMMITTEE
OPEN MEETING MINUTES
MEETING #1885
May 7, 2024**

Members Present:

Thomas Hatem	Methuen	Chairperson
Julio Mejia	Lawrence	Vice Chair
William Tarbox	North Andover	Asst. Treasurer
Zoila Disla	Lawrence	
Annemarie Faris	Andover	

Members Absent:

Edinson Mercedes	Lawrence
Bradley Jones	Methuen

Others Present:

John N. Lavoie	Superintendent-Director
Brenda Richardson	Assistant Superintendent
Melissa Martel	Director of Finance
Gerry DiStefano	Treasurer
Cheryl Dennis	District Recorder

1. CALL TO ORDER

Chair Hatem called the meeting to order at 6:00PM

Roll Call by District Recorder: Ms. Faris (present), Ms. Disla (present), Mr. Jones (absent), Mr. Mejia (present), Mr. Mercedes (absent), Mr. Tarbox (present), Mr. Hatem (present).

2. EXCEPTIONAL REGGIE

- Charlotte Lavallee

Supt. Lavoie introduced, Charlotte, born and raised in Lawrence, Massachusetts who would like to become a police officer in the future. Charlotte accepted the award stating her intention to serve in the US Airforce military police upon graduation.

3. MINUTES

a. Minutes of April 9, 2024

MOTION: Mr. Mejia moved to approve the minutes of April 9, 2024.

2ND: Ms. Faris

VOTE: Unanimously Approved

#18366

4. FINANCE REPORT

a. Cash Balance Report

Mr. DiStefano read the Cash Balance Report.

MOTION: Mr. Mejia moved to approve the Cash Balance Report as presented.

2ND: Ms. Faris

VOTE: Unanimously Approved

#18367

b. Consolidated Cash Reconciliation Report

c. Revolving Fund Report

d. Budget Report

e. Transfer of Funds

Supt. Lavoie updated the District Committee on the transfer of funds from the Graphics Shop to the Reggie’s Locker to support students and families with financial hardship stating the excess funds amounted to roughly \$8000. Chair Hatem questioned if it was GLTS’ money to capture to which Ms. Martel responded it was. Chair Hatem asked if the funds shouldn’t go into the general fund to which Ms. Martel responded, no.

MOTION: Mr. Mejia moved to approve the transfer of funds.

2ND: Ms. Faris

Roll Call by District Recorder

Mr. Mejia	Yes
Mr. Tarbox	Yes
Ms. Faris	Yes
Ms. Disla	Yes
Mr. Hatem	Yes

VOTE:

#18368

5. COMMUNICATIONS

a. Donations

b. Articles

Greater Lawrence Technical School Dedicates Pool in Honor of Long-Time Aquatics Director, School Committee Member, Marilyn Fitzgerald.

c. Public Participation

6. REPORTS OF THE SUPERINTENDENT-DIRECTOR

a. Alumni Association

Supt. Lavoie updated the District committee on the Alumni Association stating it’s been up and down and a struggle to maintain. Its nonprofit status was revoked because IRS reporting was not kept up-to-date. Supt. Lavoie recently submitted a new application under 501C3. Their main fundraising activity is a golf tournament that typically raises 12,000 to 16,000 and the next one is scheduled for August 2, 2024. The Alumni Association donated \$10,000 to scholarships for seniors this year. Chair Hatem acknowledged Mr. Habib as a 1968 graduate of GLTS and Vice President of local 1707 thanking him for his dedication and hard work.

b. Superintendent's Evaluation

Supt. Lavoie stated he would email District Committee members a working document by Friday to facilitate the completion of the evaluation.

c. School Calendar

Referencing a packet distributed to all District Committee members, Supt. Lavoie asked the Committee to approve the School Calendar. Ms. Disla felt the color coding of the calendar didn't match up and it was confusing and difficult to decipher in its present format.

Supt. Lavoie requested members approve the dates as listed and will have a revised, updated calendar for next meeting on

MOTION: Mr. Mejia moved to approve the dates of the school calendar pending the adjustment of the colors format of the calendar.

2ND: Ms. Disla

Roll Call by District Recorder

Mr. Mejia	Yes
Mr. Tarbox	Yes
Ms. Faris	Yes
Ms. Disla	Yes
Mr. Hatem	Yes

VOTE:

#18369

d. School Choice

Supt. Lavoie updated the District Committee on School Choice stating a vote was required every year relative to the acceptance of students from outside the district.

MOTION: Mr. Mejia moved to continue to forego School Choice at GLTS.

2ND: Ms. Disla

Roll Call by District Recorder

Ms. Disla	Yes
Mr. Mejia	Yes
Mr. Tarbox	Yes
Ms. Faris	Yes
Mr. Hatem	Yes

VOTE:

#18370

e. Admission's Report

Asst. Supt. Richardson reviewed current figures relative to the Admissions Report stating more acceptances would be sent out.

f. Update on In-House Suspension

Supt. Lavoie updated the District Committee on In-House Suspension stating a full report cannot be presented at this time as Ms. Gillis is continuing to research how this is handled by other districts.

g. Drivers Education

Supt. Lavoie updated the District Committee on Drivers Education stating GLTS attorney is reviewing the previously proposed selling and purchasing back of vehicles. It's possible we'll take a different approach and

he'd like to address this issue at the next meeting of the District Committee.

MOTION: Ms. Disla moved to table this matter.

2ND: Ms. Faris

Roll Call by District Recorder

Ms. Faris Yes

Ms. Disla Yes

Mr. Mejia Yes

Mr. Tarbox Yes

Mr. Hatem Yes

VOTE:

#18371

h. Out of State Travel (3 requests)

Background:

To approve the out of state travel for Ms. Nairi Melkonian, National Athletic Trainer's Association Clinical Symposia & Exp, New Orleans, June 24-29, 2024, Total Cost: \$1,965. Ms. Melkonian will receive "Athletic Trainer of the Year" Award.

Ms. Disla questioned how it was being funded to which Supt. Lavoie responded it was not being funded by a grant but by GLTS out of the operational budget. Chair Hatem asked if there were a line item for this to which Supt. Lavoie indicated there are line items in the budget which can be used for administrators, teachers, etc. - anyone employed at the school.

MOTION: Ms. Disla moved to approve the out of state travel for Ms. Nairi Melkonian to New Orleans.

2ND: Mr. Mejia

Roll Call by District Recorder

Mr. Tarbox Yes

Ms. Faris Yes

Ms. Disla Yes

Mr. Mejia Yes

Mr. Hatem Yes

VOTE:

#18372

Background:

To approve the out of state travel for (2) teachers and (2) students to attend the SkillsUSA National Competition in Atlanta, Georgia, June 24-29, 2024. Total Cost: \$11,600.

Ms. Disla pointed out the documentation provided included the name of one individual yet four were to attend and the funding was not apparent. Ms. Faris felt strongly that more students should be participating and questioned why GLTS students were not succeeding in this area. Supt. Lavoie stated we'd need to do more work in this area. GLTS does not take time away from academics for students to participate in SkillsUSA. You get out of it what you put into it and we do not seek to be at the top of the list - we don't put a lot of effort into winning. Ms. Faris feels the points for dress, speaking and presentation of oneself are all characteristics our students should encapsulate. Supt. Lavoie said to be more competitive, we need our teachers to be more passionate about it. Ms. Disla indicated she was fine with it but the names of the individuals involved were required as well as information on its funding. Supt. Lavoie and Asst. Supt. Richardson supplied District

Committee members with the names of the individuals stating the funding was out of the operational budget.

MOTION: Ms. Disla moved to approve the out of state travel for the SkillsUSA National Competition.

2ND: Ms. Faris

Roll Call by District Recorder

Mr. Tarbox	Yes
Ms. Faris	Yes
Ms. Disla	Yes
Mr. Mejia	Abstained
Mr. Hatem	Yes

VOTE:

#18373

Background:

To approve the out of state travel for the Automotive Technology Department, grades 9, 10, & 11 and teachers to attend the NHRA “Yes” Program Field Trip on May 31, 2024. Total Cost for (2) buses: \$1,142.16.

MOTION: Ms. Disla moved to approve the NHRA “Yes” Program Field Trip.

2ND: Ms. Faris

Roll Call by District Recorder

Ms. Faris	Yes
Ms. Disla	Yes
Mr. Mejia	Yes
Mr. Tarbox	Yes
Mr. Hatem	Yes

VOTE:

#18374

i. MSAA Summer Institute '24

Supt. Lavoie updated the District Committee on the MSAA Summer Institute '24. Mr. Joshua Ouellette was selected as a presenter.

7. REPORTS OF COMMITTEE

8. OLD BUSINESS

a. District Committee Priorities

b. Policy

9. NEW BUSINESS

10. TABLED MATTERS

a. Little Reggies Daycare Rates

MOTION: Ms. Disla moved to remove Little Reggies Daycare Rates from Tabled Matters.

2ND: Ms. Faris

VOTE: Unanimously Approved

#18375

Supt. Lavoie informed District Committee members that the rates hadn't increased a significant amount. Ms. Disla requested more data, specifically the old rates to allow members to review the changes. Supt. Lavoie indicated he would provide that information at the next meeting.

MOTION: Ms. Disla moved to retable Little Reggies Daycare Rates.

2ND: Mr. Mejia

Roll Call by District Recorder

Mr. Mejia Yes

Mr. Tarbox Yes

Ms. Faris Yes

Ms. Disla Yes

Mr. Hatem Yes

VOTE:

#18376

11. PERSONNEL CONSIDERATIONS/REPORT

a. Resignations

b. Leaves of Absence

c. Retirements

d. Appointments

- Ms. Melissa A. Lally, Food Services Secretary, Effective April 1, 2024

Chair Hatem noted this individual was no relation to Susan Lally.

e. Job Postings

LPN (Full-time, Non-Rep), LPN to provide 1:1 Nursing care to student with complex medical issues \$45K-\$55K per year, SY2024-25, New Position (See attached).

Supt. Lavoie stated we're currently looking to fill one position but are anticipating the need for an additional nurse. Therefore, we want to have the option to hire two. Ms. Disla questioned how many nurses were currently at GLTS to which Supt. Lavoie responded three but emphasized that these particular nurses have to be with the student full time. Mr. Hatem questioned why it was a non-rep position. Supt. Lavoie responded it was because they are temporary positions - not part of contract.

MOTION: Ms. Disla moved to approve the job posting as presented.

2ND: Ms. Faris

Roll Call by District Recorder

Ms. Disla Yes

Mr. Mejia Yes

Mr. Tarbox Yes

Ms. Faris Yes

Mr. Hatem Yes

VOTE:

#18377

New IEP Exemplary Writer (Up to 10) (The Department of Special Education’s New IEP initiative requires), Per Local 1707, (up to but not exceeding \$5000), May 15, 2024-November 1, 2024, New Position (See attached).

Ms. Disla questioned the meaning of IEP. Supt. Lavoie stated it represented an individual education plan for special education students. Ms. Disla requested clarification as to what these individuals would specifically do. Supt. Lavoie responded they would be responsible for writing up multiple plans. Asst. Supt. Richardson said 13 different disabilities/ten different people to create a template that must be modified for every student amounting to at least 13 different types of plans. Ms. Disla questioned what their salary would be? Supt. Lavoie responded it would be a contract rate and the work was not to exceed \$5,000 to complete the initiative. Ms. Disla indicated she’d like more information. Mr. Mejia questioned if it was an internal or external posting to which Supt. Lavoie responded, internal. Ms. Faris questioned what was previously in place and whether or not these were new disabilities? Asst. Supt. Richardson explained the state had made significant, required changes to IEP’s. Stating these templates already existed, Ms. Faris voiced her opinion it’s making someone’s work easier, not sure who. Supt. Lavoie stressed the need to ensure GLTS meets the requirements of the state. We can share documents which can be emailed to provide more clarity. Chair Hatem suggested inviting the special education director to speak with District Committee members at a meeting. Ms. Martel agreed the need to know how it will be paid. Mr. Tarbox questioned the timeline to complete the initiative which Supt. Lavoie did not have available. Mr. Tarbox assumed and Asst. Supt. Richardson confirmed it should be in place for next year. Supt. Lavoie read aloud the requirements from documentation. Chair Hatem stated the actual job description should be in our packets. Supt. Lavoie indicated he could and would obtain more information for District Committee members eliminating a need for the Director of Special Education to appear before the Committee. Ms. Faris questioned why the dates were listed as May 15 through November 1st? Supt. Lavoie said it would be dependent on the requirements for the IEP.

MOTION: Ms. Faris moved to approve the job posting as presented.

2ND: Mr. Tarbox

Roll Call by District Recorder

Mr. Tarbox	Yes
Ms. Faris	Yes
Ms. Disla	Yes
Mr. Mejia	Yes
Mr. Hatem	Yes

VOTE:

#18378

Mr. Mejia requested a copy of this contract. Mentioning everything was available on the website, Chair Hatem requested a copy of all current contracts be made available to Mr. Mejia and Mr. Faris as they were agreed upon prior to their appointments.

Cooperative Education Program Liaison, to support the development and management of the Cooperative Education Program by providing clerical and office support, per CBA, New Position (See attached)

Supt. Lavoie stated per contract this is a clerical position and the salary itself is based on the clerical contract. Chair Hatem stated this position would provide much needed assistance to the Coop Director.

MOTION: Ms. Disla moved to approve the job posting as presented.

2ND: Mr. Tarbox

Roll Call by District Recorder

Mr. Mejia	Yes
Mr. Tarbox	Yes
Ms. Faris	Yes

Ms. Disla Yes

Mr. Hatem Yes

VOTE:

#18379

Ms. Disla requested reports updating members on the progress of co-op students. Supt. Lavoie indicated he would provide that at the next meeting.

Chair Hatem questioned how this position was funded to which Supt. Lavoie responded the operational budget.

Reading Specialists (2), 1707 Contract, SY2024-2025, New Position (See attached).

Mr. Mejia pointed out the contract states 2 positions. Supt. Lavoie said we're attempting to hire one but we may actually need 2 and the position needs to be posted as soon as possible. Mr. Mejia asked what was specified in the contract / two or one? Supt. Lavoie responded, neither- it's a new position that is simply listed.

MOTION: Ms. Faris moved to approve the job posting with the following amendment: Reading Specialists up to (2), 1707 Contract, SY2024-2025, New Position.

2ND: Mr. Mejia

Roll Call by District Recorder

Mr. Mejia Yes

Mr. Tarbox Yes

Ms. Faris Yes

Ms. Disla Yes

Mr. Hatem Yes

VOTE:

#18380

Instructional Coach, Math, Per Local 1707, August 2024, New Position (See attached).

Ms. Disla and Ms. Faris voiced their concerns relative to exactly what these individuals would be doing, who they would be accountable and reporting to and how their success would be measured. Supt. Lavoie reviewed the procedures in place to evaluate teachers and the performance of students and who these individuals report to indicating he was happy to share these findings with District Committee members. Ms. Faris questioned who was responsible for obtaining those results and how frequently were teachers being evaluated - shouldn't it be once a year? Supt. Lavoie responded no, they're evaluated more than once a year which represents only part of it, data is collected on numerous fronts. Responding to an opposing comment relative to the frequency of evaluations taking place, Supt. Lavoie requested members acquire the truth directly from him rather than taking what others in the building may be stating. Asst. Supt. Richardson stated MTSS is looking at our whole structure system: tiered supports, more data informed to make decisions, star assessments - these are support staff. A very coordinated plan is in place. Supt. Lavoie indicated his willingness to provide any info requested by the Committee. He went on to say our school culture is amazing and the majority of our teachers are doing an outstanding job. Mr. Hatem questioned Ms. Martel how these positions were being paid for if they're not in the 2024 budget? Ms. Martel and Supt. Lavoie responded some of these positions are in the budget and money for positions within the budget that are not being filled will be set aside for new positions - the budget will be reconciled.

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

2ND: Ms. Faris

Roll Call by District Recorder

Ms. Disla Yes

Mr. Mejia Yes
Mr. Tarbox Yes
Ms. Faris Yes
Mr. Hatem Yes

VOTE:

#18381

Summer Reading Faculty/Staff PLC (Professional Learning Community) for SY24-25, up to 7, \$500 Stipend, Equity Grant Funded, New Position

Details: Facilitators needed to develop resources, plan discussion sessions and coordinate PLC for staff summer reading groups. The Facilitators will meet with PLC team to develop summer programming. Maintain attendance for participant PDPs and help coordinate school-wide discussion session for Opening PD in August.

MOTION: Ms. Disla moved to approve the job posting as presented.

2ND: Mr. Mejia

Roll Call by District Recorder

Ms. Faris Yes
Ms. Disla Yes
Mr. Mejia Yes
Mr. Tarbox Yes
Mr. Hatem Yes

VOTE:

#18382

Early College Planning Team Facilitator (1), June 1-December 31, 2024, Grant Funded, \$5,000, New Position.

Details: The Early College Planning Team Facilitator will guide the team through the planning process ensuring alignment with grant goals culminating in application for Early College designation through the MA DESE. Duties for this role include leading team meetings, developing action plans, fostering collaboration among team members, developing and analyzing stakeholder surveys, and overseeing the process of meeting grant requirements.

MOTION: Ms. Disla moved to approve the job posting as presented.

2ND: Mr. Mejia

Roll Call by District Recorder

Mr. Tarbox Yes
Ms. Faris Yes
Ms. Disla Yes
Mr. Mejia Yes
Mr. Hatem Yes

VOTE:

#18383

Early College Planning Team, up to 8, June 1, 2024-December 31, 2024, Grant Funded, hourly rate per CBA, New Position.

Details: The Early College Planning Team members will participate in the planning process in preparation for application for Early College designation through the MA DESE. Responsibilities include reviewing guiding principles, conducting high school visits for program assessment, participating in focus groups to gather feedback, collaborating in planning meetings, and assisting in the development and analysis of surveys. Additional responsibilities may include reviewing and updating MyCAP and curriculum development.

Chair Hatem stated MyCAP is strategies for students. Asst. Supt. Richardson added it represented: my career and academic career plan.

MOTION: Ms. Disla moved to approve the job posting as presented.

2ND: Mr. Mejia

Roll Call by District Recorder

Mr. Tarbox Yes

Ms. Faris Yes

Ms. Disla Yes

Mr. Mejia Yes

Mr. Hatem Yes

VOTE:

#18385

12. STUDENTS REPORT

Asst. Supt. Richardson reviewed the handout of the Student Report in place of the Student Reps who were unable to attend the meeting.

13. FUTURE AGENDA ITEMS

14. EXECUTIVE SESSION

MOTION: Ms. Disla moved to enter Executive Session at 8:12PM

2ND: Ms. Faris

Roll Call by District Recorder

Mr. Tarbox Yes

Ms. Faris Yes

Ms. Disla Yes

Mr. Mejia Yes

Mr. Hatem Yes

VOTE:

#18386

15. ADJOURNMENT

MOTION: Ms. Disla moved to adjourn at 8:32PM

2ND: Mr. Mejia

VOTE: Unanimously Approved

#18389

Respectfully Submitted:



Cheryl Dennis
District Recorder

Minutes Reviewed:



Supt. Lavoie N. Lavoie
Superintendent-Director