

# GREATER LOWELL TECHNICAL HIGH SCHOOL

## SCHOOL COMMITTEE MEETING

February 12, 2026 – 6:30 P.M.

### CALL TO ORDER

Chairman Morin called the school committee meeting to order at 6:32 p.m.

### ROLL CALL

Members

Present: Mr. Hogan, Mr. Sheehan, Mr. Gitschier, Mr. Bahou, Mr. Nocco, Mr. Morin

Members Absent: Mr. LeMay, Mr. Richardson

Also

Present: Jill Davis, Superintendent-Director  
Michael Barton, Assistant Superintendent/Principal  
Michael Knight, School Business Administrator  
Tracy Encarnacao, Director of School Counseling Services  
Recording Secretary

### PUBLIC APPEARANCE

There was no public appearance.

### SCHOOL COMMITTEE COMMUNICATIONS

There were no School Committee communications

### REPORT OF STUDENT REPRESENTATIVE

Student Representative, Anna DiBona provided an update of recently held clubs and sporting events.

### APPROVAL OF MINUTES

MOTION: by Mr. Gitschier, seconded by Mr. Sheehan to approve the minutes from the meeting of January 15, 2026.

ROLL CALL VOTE: 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

## **REPORT OF DISTRICT TREASURER**

**MOTION:** by Mr. Bahou, seconded by Mr. Gitschier to waive the reading of the warrant.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

**MOTION:** by Mr. Sheehan, seconded by Mr. Gitschier to approve expenditures for the sum of \$4,731,963.61 allocated as follows:

Warrant 2151B	dated 01/23/2026	Payroll # 1043	1,444,847.59
Warrant 2152A	dated 02/06/2026	Payroll # 1045	1,304,939.78
Warrant 2151-2	dated 01/30/2026	Accounts Payable	331,993.94
Warrant 2152	dated 02/13/2026	Accounts Payable	783,315.57
Warrant 2151-8	dated 01/30/2026	Cafeteria Plan (2152B)	6,956.84
Warrant 2152-3	dated 02/13/2026	Cafeteria Plan (2152A)	6,656.84
Warrant 2151-5	dated 01/30/2026	Mass Bay Health (Jan)	847,331.55
Warrant 2152-7	dated 02/13/2026	Lowell Five Cr Card Fees	3,204.85
Warrant 2152-6	dated 02/13/2026	Sales Use/Meals Tax	2,673.48
Warrant 2151-9	dated 01/30/2026	Sales Use/Meals Tax	\$43.17

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

## **REPORT OF GENERAL COUNSEL**

There was no report of general counsel.

## **REPORT OF SUPERINTENDENT-DIRECTOR**

Superintendent Davis began by welcoming members of the Greater Lowell Tech Girl's Swim Team and their coaches; Head Coach Kate Garcia, and Assistant Coaches Peter Fortunato and Ryan Hughes. She informed the committee that the team had an incredible season and captured the title of State Vocational Champs, including breaking many meet and state vocational records. Superintendent Davis asked the athletes to introduce themselves and share their achievements.

- Avarie Nadeau: 200 Individual Medley, 500 Freestyle, and 400 Freestyle Relay
- Makayden Nadeau: 200 Medley Relay (backstroke), 200 Individual Medley, 100 Backstroke, and 400 Freestyle Relay. Qualified for both the North Sectional Meet and the All-State Meet
- Erin Finn: 200 Medley Relay (Butterfly), 200 Freestyle Relay, and 400 Freestyle Relay
- Madelyn Rogers: 200 Medley Relay (Freestyle), 200 Freestyle Relay, and 400 Freestyle Relay
- Ana Julia (AJ) Seefeldt: 200 Medley Relay (Breaststroke), and 200 Freestyle Relay
- Anna Boissonneult: 200 Freestyle Relay

Superintendent Davis again congratulated the athletes on all of their accomplishments, as well as thanked the Coaches for their commitment to their team student athletes and our school community.

Superintendent Davis informed the committee that Greater Lowell Technical High School and the University of Massachusetts Lowell have been awarded a \$25,000 grant from the Department of Elementary School for Early College Planning purposes.

Superintendent Davis informed the committee that Greater Lowell Technical High School received a \$5,000 grant from the Propane Education and Research Council (PERC) to upgrade and expand the HVAC shop in teaching propane curriculum with enhanced, real-world experience to our students.

Superintendent Davis provided a Cooperative Education update to the committee that the number of senior students participating in employment opportunities reported as of January 31<sup>st</sup> indicated 240 senior students which is 45% of the class of 2026. Superintendent Davis noted that next month's meeting will include an update on the Junior class students, as cooperative education opportunities began in February.

Superintendent Davis invited the Director of School Counseling, Tracy Encarnacao to join the meeting to review the updates to the Medication Administration Policy before asking for the committee's approval. Ms. Encarnacao began by informing the members that there were a few updates to the policy per the state's request. The first update was that the School nurse will be on duty and available either physically or via phone virtually or web whenever medication is administered by trained unlicensed school personnel. This change address situations where teachers take students on in-state field trips and need to assist with medication administration with nurses available for consultation if questions arise. Ms. Encarnacao noted however, that if they go out-of-state for any activities, the nurses and teachers are not allowed to carry or administer the medication and that was a change made previously. Ms. Encarnacao added that compensation would be provided for nurses when on-call supervision extends beyond normal school day or hours should they be needed. The last change was regarding the Self-Administration form which was updated to ensure parents, teachers, and students understand the implications and expectations of self-administration and self-carry of medications.

**MOTION:** by Mr. Bahou, seconded by Mr. Gitschier to approve the Medication Administration Policy.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

Superintendent Davis invited the Assistant Superintendent/Principal, Michael Barton to join the meeting to provide information regarding three (3) out-of-state travel requests and answer any questions before asking for individual approvals. Assistant Superintendent/Principal informed the committee that the first out-of-state travel request was for HVAC-R Instructor Richard Zaker to attend a propane education training through the Propane Education and Research Council (PERC). As a result of the \$5,000 grant Greater Lowell was awarded, all expenses would be covered through this grant, including the cost of curriculum and educational resources, with the exception of travel and meal allowance which would be approximately \$761.20.

**MOTION:** by Mr. Hogan, seconded by Mr. Gitschier to approve the out-of-state travel request for Mr. Zaker to attend the Propane Education Training in Pennsylvania from March 18-20, 2026.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

Assistant Superintendent/Principal Barton informed the committee that the second out-of-state travel request was to send two (2) coaches and four (4) wrestlers to travel to the New England Interscholastic

Wrestling Championship in Rhode Island on March 7<sup>th</sup> and 8<sup>th</sup>. Mr. Barton included that the cost projection was approximately \$1,376 which includes the entry fee, hotel, and meals. There would be no transportation cost, as they are requesting the use of the school van.

**MOTION:** by Mr. Bahou, seconded by Mr. Gitschier to approve the out-of-state travel request for four (4) wrestlers and two (2) coaches to attend the New England Interscholastic Wrestling Championships in Rhode Island on March 7-8, 2026.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

Assistant Superintendent/Principal Barton informed the committee that the final out-of-state travel request was for up to nine (9) Track and Field team members and four (4) coaches to attend the Nike Indoor Nationals in New York, NY from March 11-15, 2026. Mr. Barton included that the cost projection was approximately \$17,460 and included registration fees, hotel, and meals. There would be no transportation cost, as they are requesting the use of the school van.

**MOTION:** by Mr. Bahou, seconded by Mr. Gitschier to approve the out-of-state travel request to attend the Nike Indoor Nationals in New York, NY from March 11-15, 2026.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

**REPORT OF BUSINESS MANAGER**

There was no report of the Business Manager.

**OLD BUSINESS**

**Outstanding Items from Previous Meetings**

1. Superintendent's Wall (O'Hare)
2. Building Security (Sheehan)

**NEW BUSINESS**

There was no new business.

**COMMITTEEPERSON MOTION**

There were no committeeperson motions.

**REPORT OF SUB-COMMITTEES**

There was no report of sub-committees.

**EXECUTIVE SESSION**

Motion to enter into Executive Session pursuant to M.G.L. c. 30A, Section 21(a)(2) – to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Superintendent-Director.

**MOTION:** by Mr. Sheehan, seconded by Mr. Gitschier to enter into executive session.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

Committeeman Sheehan announced there would be no votes during executive session; therefore, there would be no need for the committee to return to open session.

**ADJOURN**

**MOTION:** by Mr. Bahou, seconded by Mr. Gitschier to adjourn the meeting at 7:03 p.m.

**ROLL CALL VOTE:** 6 Yes, 2 Absent (Mr. LeMay, Mr. Richardson)

Respectfully submitted,



Colette Edmonds  
Recording Secretary

**Meeting Documents:**

Meeting Notice

Agenda

Minutes for Approval: January 15, 2026

Copy of the Early College Planning Grant Award Letter

Copy of 2026 Cooperative Education Report

Copy of out-of-state travel documentation

Year-to-Date Budget Report