


# MEMORANDUM

---

**TO:** GREATER LOWELL TECHNICAL SCHOOL COMMITTEE  
**FROM:** JILL DAVIS, SUPERINTENDENT-DIRECTOR   
**RE:** SCHOOL COMMITTEE MEETING ON APRIL 16, 2026  
**DATE:** APRIL 9, 2026

Enclosed please find the Agenda for the April 16<sup>th</sup> School Committee Meeting as well as the Meeting Notice.

## **REPORT OF THE SUPERINTENDENT-DIRECTOR**

1. **Gene Haas Foundation Grant Award**

Greater Lowell Tech has been awarded a \$25,000 grant from the Gene Haas Foundation. A copy of the award confirmation is included in the package.

2. **Greater Lowell Community Foundation Grant Donation Approval**

I will be seeking approval to accept a donation totaling \$3,516 from the Greater Lowell Community Foundation grant on behalf of Mark & Elisia Saab. A copy of the donation letter is included in the package.

3. **Co-Operative Education Report**

We currently have 232 senior students representing 44% of the Class of 2026 and 45 junior students representing 8.1% of the Class of 2027 participating in cooperative education employment opportunities as of March 31, 2026. A copy of the March Co-Operative Education report is included in the package.

4. **School Committee FY27 Meeting Dates**

I will be asking for the Committee's approval of the 2026-2027 School Committee Meeting Schedule. A copy of the proposed meeting schedule is included in the package for review.

5. **School Choice / Vocational Education Admissions Update**

I will be seeking approval to support the decision not to participate in School Choice for the 2026-2027 school year. I will be providing an update on vocational education admissions.

### ENCLOSURES

Meeting Notice  
Agenda  
Minutes for Approval: March 19, 2026  
Copy of Grant Award Letter  
Copy of Donation Letter  
March 2026 Cooperation Education Report  
Copy of proposed FY27 School Committee Meeting Dates  
Copy of memo from Mr. Knight re: Expired Chromebook Disposal  
Budget Transfer Request  
Year-to-Date Budget Report

Please give me a call if you have any questions regarding this report or any of the enclosures which accompany it.

M:\SCHOOL COMMITTEE\Memo for Meeting\2026\Memo for Mtg of 4-16-26.docx

Jill A. Davis  
Superintendent-Director

Michael R. H. Barton  
Assistant Superintendent/Principal

William J. Collins  
Superintendent-Emeritus



SCHOOL COMMITTEE  
Curtis J. LeMay, Chair  
Raymond Kelly Richardson, Vice-Chair  
Matthew J. Sheehan, Secretary  
Fred W. Bahou, Jr.  
Lee Gitschier  
Ralph Hogan  
Paul E. Morin  
Steven A. Nocco

## AGENDA

### SCHOOL COMMITTEE MEETING

April 16, 2026 – 6:30 p.m.

- I. CALL TO ORDER
- II. ROLL CALL
- III. PUBLIC APPEARANCE
- IV. SCHOOL COMMITTEE COMMUNICATIONS
- V. REPORT OF STUDENT REPRESENTATIVE
- VI. APPROVAL OF MINUTES
  1. March 19, 2026 (vote)
- VII. REPORT OF TREASURER

Approval of Warrants (vote)
- VIII. REPORT OF GENERAL COUNSEL
- IX. REPORT OF SUPERINTENDENT-DIRECTOR
  1. Gene Haas Foundation Grant Award
  2. Greater Lowell Community Foundation Donation (vote)
  3. March 2026 Cooperative Education Report
  4. Approval of School Committee FY27 Meeting Dates (vote)
  5. School Choice (vote) / Vocational Education Admissions Update

250 Pawtucket Boulevard  
Tyngsboro, Massachusetts 01879-2199  
TEL: (978) 454- 5411 FAX: (978) 441-5344  
gltech.org

**X. REPORT OF BUSINESS MANAGER**

- 1. Budget Transfer (vote)**
- 2. Expired Chromebook Disposal Method (vote)**

**XI. OLD BUSINESS**

**Any items not on the agenda brought up under this section will be for discussion purposes only. Action will be deferred to a future meeting.**

**Outstanding Items from Previous Meetings**

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

**XII. NEW BUSINESS**

**Any items not on the agenda brought up under this section will be for discussion purposes only. Action will be deferred to a future meeting.**

**XIII. COMMITTEEPERSON MOTIONS**

**XIV. REPORT OF SUB-COMMITTEES**

**XV. EXECUTIVE SESSION**

- 1. 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.**

**XVI. ADJOURN**

March 12, 2026

Cheryl Ann Bomal  
Greater Lowell Technical High School  
250 Pawtucket Blvd.  
Tyngsboro, MA 01879



Dear CNC Scholarship Program Grant School,

Enclosed is a check from the Gene Haas Foundation (GHF) as a grant to support scholarships in the amount of \$25,000.00 award date March 3, 2026.

Enclosed is a flyer about attending the 19<sup>th</sup> Annual HTEC Conference on July 27<sup>th</sup> – 30<sup>th</sup>, 2026; see information below about the grant allowance for your instructors to attend.

Scholarships are to be awarded to students who are currently enrolled or will be enrolling in a CNC training program or Engineering program with an emphasis on CNC technology and designed for manufacturability; credit and non-credit training classes are eligible. The recipients of these scholarships will be determined by the program instructor or an advisory committee which includes the program instructor(s). Gene Haas Foundation certificates and logos may be downloaded at [ghaasfoundation.org](http://ghaasfoundation.org).

**UNDER NO CIRCUMSTANCES MAY GHF FUNDING BE USED FOR ANY PRODUCT OR SERVICE MANUFACTURED BY HAAS AUTOMATION AND/OR SOLD BY THE HFO NETWORK OF DISTRIBUTORS, INCLUDING THE PURCHASE OF MACHINES, TOOLING, AND SERVICE CALL REQUESTS AND CANNOT BE USED FOR CREDENTIALING OF A STUDENT OR THE SCHOOL'S PROGRAM.**

Recommended scholarship awards are \$500 to \$2,500 per student and are to be awarded to students that are continuing their CNC training after graduating from a secondary program or a post-secondary program. The purpose of these scholarship grant funds is to *encourage your students to learn, operate, and understand* CNC technology; this includes CAD/CAM, Math for Machining, GD&T, Metrology, Metals, and Machining inclusive engineering programs. **CNC technology should be a fundamental primary training objective.**

Additional authorized uses for these grant funds are:

- A "toolkit" required to become a CNC machinist, which may include small hand tools like micrometers, calipers, and safety gear, may be purchased by the school and then awarded as a gift to the students to be retained by the recipients upon completion of your program. A "toolkit" could otherwise be provided as a gift from GHF when the student graduates or begins a machining apprenticeship. ***The school may set the criteria for time and attendance hours for students to EARN this award. This allowance is not for tools, machines, or supplies for the school's shop, and does not include computers and 3D printers for the school or the student.***
- Up to \$3,000 per competition type may be used for participating in **SkillsUSA-CNC Competition** or **ProjectMFG-CNC Competition**. If you compete in another hands-on CNC competition, please contact us at email below for approval of using funds for that competition. Please tell us about the competition in your email (attach flyers, if available).

**2800 STURGIS ROAD • OXNARD CA 93030  
805/278-8520 • GHAASFOUNDATION.ORG**



- Provide tuition for a student to attend manufacturing-related training, summer camp, boot camp, or related CNC training at a Career Center or Community College to introduce students to programs or careers in Manufacturing.
- Competitions in which **students design, build, and then compete using a product** such as an automobile (SAE), robot (FIRST), and/or other approved teams per season are eligible to apply for a separate annual sponsorship grant at [ghaasfoundation.org](https://ghaasfoundation.org).
- Up to \$1,500 of these funds (per attendee) may be used for your CNC Educator(s) and/or Engineering Instructor(s) to attend our Annual HTEC Conference.
- Schools should not write checks directly to the students or award funds in cash; rather, checks should be written directly to the post-secondary school the grant recipient will be attending including the name of the student in the memo/subject line.
- Up to \$200.00 may be used for GHF LOGO Stickers, Hats, and other promotional items which can be purchased directly from the scholarship eligible category of our Pro Shop at <https://ghaasfoundation.org/proshop.com>.

Additional questions can be answered by visiting our website's Q&A page or inquire by email at [GHF\\_CustomerSupport@haascnc.com](mailto:GHF_CustomerSupport@haascnc.com).

The Grant Terms & Conditions to utilize this award is two years and schools may apply annually. When applying again, you will need to upload the enclosed (signed) document acknowledging funding was utilized as outlined.

By depositing this grant check, you indicate that you agree to these terms. It is not necessary to issue a tax receipt for this donation.

Gene Haas Foundation checks are void after 90 days; a stop payment will be placed on all uncashed checks and will not be re-issued as the additional time and resources to reissue grant checks takes funding away from other well-deserving students. By not cashing this check, you will forfeit this grant.

Thank you,

The Gene Haas Foundation Education Team

**2800 STURGIS ROAD • OXNARD CA 93030**  
**805/278-8520 • GHAASFOUNDATION.ORG**



March 19, 2026

Ms. Jill Davis  
Superintendent/Principal  
Greater Lowell Technical High School  
250 Pawtucket Blvd  
Tyngsboro, MA 01879-2214

**Board of Directors**

Chair  
Chet Szablak

Vice Chair  
Karen Frederick

Treasurer  
Michael King

Assistant Treasurer  
Charles Comtois

Clerk  
Dorothy Chen-Courtin

President Emeriti  
Richard K. Donahue Sr.  
George L. Duncan  
Luis Pedroso  
Kay Doyle, Ph.D.  
Joseph Bartolotta  
Steven Joncas

Atty Andrea S. Batchelder  
Susanne Beaton  
Yun-Ju Choi  
Stephanie Cronin  
David Daly  
Eric P. Healy  
Ben James  
Cherrice Lattimore  
Andrew Macey  
Patti Mason  
Glenn Mello  
Diana Nguyen  
Sheila Och  
Heather Rielly  
JuanCarlos Rivera  
Brian J. Stafford, CPA, MST  
Jay Stephens

Dear Ms. Davis:

Enclosed is a check in the amount of \$3,516.00. This Greater Lowell Community Foundation grant is made possible through the generosity and recommendation of the **Mark and Elisia Saab GLTHS Student Activities Fund**, a donor-advised fund.

Designation: to provide annual support for student activities to encourage & sustain educational, social & civic development of students

By accepting this grant, your organization agrees (a) to use the grant exclusively in furtherance of our organization's tax-exempt mission, (b) that the grant will not confer a prohibited benefit to the recommending donor, his or her family members, or certain entities that they own or control. If you organization is uncertain whether you can certify the accuracy of any of these statements, please contact Janinne Nocco, [janinne@glcfoundation.org](mailto:janinne@glcfoundation.org) or at 978-970-1600.

You may choose to thank the donor, but please do not issue a tax receipt to either Greater Lowell Community Foundation or the recommending donor(s) for this grant. The donor received a tax receipt at the time they contributed to Greater Lowell Community Foundation. You can send your acknowledgement to the recommending donor(s) named below:

Mrs. Elisia Saab  
396 Andover St  
Lowell, MA 01852-1403

We are pleased to support your organization and its mission on behalf of our donors.

Sincerely,

James F. Linnehan, Jr.  
President/CEO

**President & CEO**  
James F. Linnehan Jr., Esq.



Confirmed in Compliance  
With National Standards for  
U.S. Community Foundations

**Greater Lowell Technical High School**  
**Senior Placement Report**  
**March 2026**

Shop	Change from prior month	Total Seniors by Shop	Students on co-op March 2026	Students on co-op March 2025	% of Seniors March 2026	% of Seniors March 2025	Unfilled positions	Students interested in co-op	Students interested in co-op w/ car/license
Advanced Manufacturing	0	2	1	3	50%	75%	1	0	0
Automotive Collision	0	22	2	3	9%	14%	1	9	2
Automotive Technology	0	25	8	16	32%	62%	0	7	0
CADD	2	12	4	9	33%	38%	0	2	0
Carpentry	1	29	10	15	34%	54%	2	7	2
Cosmetology	0	31	14	14	45%	47%	0	1	1
Culinary Arts	0	9	3	10	33%	43%	1	0	0
Early Childhood Education	0	15	12	14	80%	70%	2	2	0
Electrical	0	29	14	13	48%	43%	0	7	1
Electronics Engineering Technology	0	23	9	7	39%	41%	1	11	5
Engineering Technology	0	17	5	4	29%	18%	0	8	5
Graphic Design & Visual Communications	+1/-1	38	7	10	18%	23%	0	12	5
Health Assisting	0	69	50	39	72%	67%	1	10	3
Hospitality Management	0	15	9	2	60%	33%	0	3	0
HVAC-R	2	27	15	17	56%	59%	0	6	5
Information Technology Services	0	24	6	4	25%	15%	0	7	1
Marketing	+1/-1	27	17	22	63%	76%	1	8	0
Masonry	0	20	2	1	10%	5%	2	15	3
Medical Assisting	-1	42	26	23	62%	56%	2	4	1
Metal Fabrication & Joining Technologies	-1	18	8	13	44%	54%	0	4	2
Painting & Design Technologies	0	9	0	4	0%	36%	0	6	4
Plumbing	0	28	10	14	36%	45%	0	6	3
<b>Total</b>	<b>3</b>	<b>531</b>	<b>232</b>	<b>257</b>	<b>44%</b>	<b>46%</b>	<b>14</b>	<b>135</b>	<b>43</b>

**Greater Lowell Technical High School  
Junior Placement Report  
March 2026**

Shop	Change from prior month	Total Juniors by Shop	Students on co-op March 2026	Students on co-op March 2025	% of Juniors March 2026	% of Juniors March 2025
Advanced Manufacturing	2	12	2	0	17%	0%
Automotive Collision and Repair	0	20	0	0	0%	0%
Automotive Technology	1	26	2	2	8%	8%
CADD	0	23	0	0	0%	0%
Carpentry	4	26	6	6	23%	21%
Cosmetology	0	31	0	0	0%	0%
Culinary Arts	0	16	0	3	0%	30%
Design and Visual Communications	0	10	0	0	0%	0%
Early Childhood Education	0	21	0	0	0%	0%
Electrical	0	33	2	6	6%	20%
Electronics	0	23	0	7	0%	30%
Engineering Technology	0	24	2	0	8%	0%
Graphic Communications	1	17	1	0	6%	0%
Health Assisting	5	70	6	4	9%	6%
Hospitality Management	1	15	2	0	13%	0%
HVAC-R	1	27	3	5	11%	19%
Information Technology Systems	0	17	0	2	0%	8%
Marketing Education	3	28	6	4	21%	14%
Masonry	2	20	2	0	10%	0%
Medical Assisting	1	35	1	2	3%	5%
Metal Fabrication & Joining	4	23	4	0	17%	0%
Painting & Design	1	12	1	0	8%	0%
Plumbing	2	28	5	6	18%	21%
<b>Total</b>	<b>28</b>	<b>557</b>	<b>45</b>	<b>47</b>	<b>8.1%</b>	<b>8.6%</b>

**Jill A. Davis**  
Superintendent-Director

**Michael R. H. Barton**  
Assistant Superintendent/Principal

**William J. Collins**  
Superintendent-Emeritus



**SCHOOL COMMITTEE**  
**Curtis J. LeMay**, Chair  
**Raymond Kelly Richardson**, Vice-Chair  
**Matthew J. Sheehan**, Secretary  
**Fred W. Bahou, Jr.**  
**Lee Gitschier**  
**Ralph Hogan**  
**Paul E. Morin**  
**Steven A. Nocco**

## **SCHOOL COMMITTEE MEETING SCHEDULE**

### **2026-2027**

(All Meetings Will Begin at 6:30 p.m.)

**August 20<sup>th</sup>**

**September 17<sup>th</sup>**

**October 15<sup>th</sup>**

**November 19<sup>th</sup>**

**December 17<sup>th</sup>**

**January 21<sup>st</sup>**

**February 11<sup>th</sup>**

**March 18<sup>th</sup>**

**April 15<sup>th</sup>**

**May 20<sup>th</sup>**

**June 17<sup>th</sup>**

250 Pawtucket Boulevard  
Tyngsboro, Massachusetts 01879-2199  
TEL: (978) 454- 5411 FAX: (978) 441-5344  
gltech.org

Serving the communities of Lowell, Dracut, Tyngsboro, and Dunstable

**School Committee Budget Transfer Request**

From Account	Department	To Account	Account Description	Amount	Reason for Transfer
00010833-24305	CADD General Supplies	00010303-24105	Hospitality Text/Media	\$ 5,000.00	National Rest Assoc Cert Training
00010831-24305	Machine Tech Supplies	00010303-24105	Hospitality Text/Media	\$ 2,700.00	National Rest Assoc Cert Training
00011657-32005	Health Services Supplies	00011657-32004	Health Service Cont Svcs	\$ 2,000.00	Departmental budget balance
00010410-24305	Health Asst Supplies	00010410-24204	Health Asst Cont Services	\$ 7,000.00	Departmental budget balance
00012166-24204	Cont Service Copier Lease	00011442-35104	General Athletics Officials Fee	\$ 48,688.00	Ice time/Golf Course/League dues and ref costs
00010406-24204	Medical Cont Services	00011442-35106	Gen Athletics Other Exp	\$ 16,500.00	Travel and awards
00010410-24305	Health Asst Supplies	00012167-52006-00001	Health Ins	\$ 5,000.00	Department Savings
00010307-24205	Graphics ins equip	00012167-52006-00001	Health Ins	\$ 5,370.00	Department Savings
000103007-24105	Graphics Text Media	00012167-52006-00001	Health Ins	\$ 3,872.00	Department Savings
00010833-24105	CADD Text Media	00012167-52006-00001	Health Ins	\$ 2,500.00	Department Savings
00010834-24105	Electronics Text Media	00012167-52006-00001	Health Ins	\$ 5,700.00	Department Savings
00010834-24204	Electronics Cont Svcs	00012167-52006-00001	Health Ins	\$ 4,000.00	Department Savings
00010831-24204	Machine Tech Cont Svc	00012167-52006-00001	Health Ins	\$ 2,400.00	Department Savings
00010829-24105	Metal Text Media	00010829-24204	Metal Cont Services	\$ 1,000.00	Installing guards on Metal Fab Equipment
00010829-24305	Metal General Supplies	00010829-24204	Metal Cont Services	\$ 1,913.00	Installing guards on Metal Fab Equipment
00010829-24515	Metal Class Tech	00010829-24204	Metal Cont Services	\$ 5,000.00	Installing guards on Metal Fab Equipment
00010335-24305	Engineering Supplies	00010829-24204	Metal Cont Services	\$ 17,677.00	Installing guards on Metal Fab Equipment
00011779-21102	Tech Sec/Clrc	00012167-52006-00001	Health Ins	\$ 22,000.00	Savings from vacant position for most of year
00011964-91004	School Choice	00012167-52006-00001	Health Ins	\$ 10,000.00	No Choice due to waitlists at voc schools
	<b>Total</b>			<b>\$ 168,320.00</b>	



# *Memorandum*

*From the Business Office*

TO: School Committee

FROM: Michael Knight, School Business Administrator

RE: Selling Expired Chromebooks to Seniors

DATE: April 16, 2026

The Chromebooks the Seniors currently have are at, or nearing their useful life. These devices still have a little life in them and could carry a student through another year or potentially longer but to reuse them in the school setting would require significant staff time. Collecting the Chromebooks, clearing their memory, testing the functionality, and repairing them as needed to be reissued would estimate nearly 10 minutes per device and would likely only get their next user a year or two of use before needing replacement. As a result, we would like to offer the seniors the opportunity to purchase the Chromebook in as is condition from the school should they have the use for it.

**Motion:** To offer the purchase of the Chromebooks they are currently using to Seniors for a dollar.