

GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

August 20, 2026 – 6:30 P.M.

CALL TO ORDER

Chairman LeMay called the school committee meeting to order at 6:31 p.m.

ROLL CALL

Members

Present: Mr. Sheehan, Mr. Gitschier, Mr. Morin, Mr. Hogan, Mr. LeMay

Members Absent: Mr. Richardson, Mr. Bahou, Mr. Nocco

Also

Present: Michael Knight, School Business Administrator
Gregory Haas, Director of Curriculum, Instruction & Assessment
Jennifer Machado, Director of Practical Nursing
Lisa Martinez, Director of Technology, Enrollment, and Information
Recording Secretary

PUBLIC APPEARANCE

There was no public appearance.

SCHOOL COMMITTEE COMMUNICATIONS

There were no School Committee communications

REPORT OF STUDENT REPRESENTATIVE

Chairman LeMay informed the members that there was no report of the Student Representative.

APPROVAL OF MINUTES

MOTION: by Mr. Morin, seconded by Mr. Gitschier to approve the minutes from the meeting of June 18, 2026.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

MOTION: by Mr. Hogan, seconded by Mr. Gitschier to approve the minutes from the special meeting of July 8, 2026.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

REPORT OF DISTRICT TREASURER

MOTION: by Mr. Morin, seconded by Mr. Sheehan to waive the reading of the warrant.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

MOTION: by Mr. Morin, seconded by Mr. Gitschier to approve expenditures for the sum of \$9,229,199.47 allocated as follows:

Warrant 2156B	dated 06/26/2026	Payroll # 1065	388,897.15
Warrant 2157A	dated 07/10/2026	Payroll # 1067	573,306.06
Warrant 2157B	dated 07/24/2026	Payroll # 1069	382,438.95
Warrant 2158A	dated 08/07/2026	Payroll # 1071	420,880.39
Warrant 2158B	dated 08/21/2026	Payroll # 1073	341,091.07
Warrant 2157-10	dated 07/03/2026	Accounts Payable FY26	476,124.05
Warrant 2157	dated 07/03/2026	Accounts Payable FY27	313,090.62
Warrant 2157-1	dated 07/17/2026	Accounts Payable FY26	320,560.95
Warrant 2157-12	dated 07/17/2026	Accounts Payable FY27	617,341.00
Warrant 2157-2	dated 07/31/2026	Accounts Payable FY26	188,119.59
Warrant 2157-13	dated 07/31/2026	Accounts Payable FY27	528,388.69
Warrant 2158	dated 08/14/2026	Accounts Payable	538,527.08
Warrant 2157-8	dated 07/01/2026	Middlesex Retirement	2,190,333.00
Warrant 2157-11	dated 07/03/2026	Touch Bistro	1,858.38
Warrant 2158-6	dated 08/12/2026	Scholarship	3,500.00
Warrant 2157-3	dated 07/03/2026	Cafeteria Plan (2156B)	1,970.36
Warrant 2157-4	dated 07/17/2026	Cafeteria Plan (2157A)	1,930.36
Warrant 2157-5	dated 07/31/2026	Cafeteria Plan (2157B)	1,930.36
Warrant 2158-2	dated 08/14/2026	Cafeteria Plan (2158A)	1,930.36
Warrant 2157-6	dated 07/01/2026	Mass Bay Health	962,607.45
Warrant 2157-14	dated 07/31/2026	Mass Bay Health	958,237.73
Warrant 2157-9	dated 07/17/2026	Lowell Five Cr Card Fees	7,633.47
Warrant 2158-5	dated 08/14/2026	Lowell Five Cr Card Fees	6,965.54
Warrant 2157-7	dated 07/17/2026	Sales Use/Meals Tax	1,249.71
Warrant 2158-4	dated 08/14/2026	Sales Use/Meals Tax	287.15

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

REPORT OF GENERAL COUNSEL

There was no report of general counsel.

REPORT OF SUPERINTENDENT-DIRECTOR

Superintendent Davis informed the committee that Greater Lowell Tech was once again selected as a T-Mobile #FN5GL (Friday Night 5G Lights) \$5K Friday Winner. Ms. Davis added the presentation of the check would take place during the homecoming game at half-time, with T-Mobile representatives attending in person. Superintendent Davis thanked our community engagement on Facebook and Instagram, crediting their involvement as a key factor in securing the award.

Superintendent Davis informed the committee that Greater Lowell Tech was awarded a life science grant in the amount of \$100,000 from the Massachusetts Life Sciences Center. Funding will be allocated toward equipment and supplies to support the creation of new physics labs. A portion of the grant will also be used for professional development for physics teachers.

Superintendent Davis informed the committee that Greater Lowell Tech has been awarded a WIOA In-School Youth Services grant by Mass Hire Greater Lowell Workforce Board in the amount of \$51,000. The funds are designated to provide thirty (30) in-school at-risk youth with employment preparation, including job interview coaching and resume writing.

Superintendent Davis asked the Committee for their approval to accept two donations in the amount of \$100 each from private donors in honor of the late Mr. Dennis Fearon who requested that donations be used toward the Automotive Technology Scholarship Fund.

MOTION: by Mr. Hogan, seconded by Mr. Gitschier to accept the donations on behalf of the late Mr. Dennis Fearon.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

Superintendent Davis invited the Greater Lowell Technical School of Practical Nursing Director, Jennifer Machado, to join the meeting to review the proposed changes to the 2026-2027 Student Handbook before asking for their approval. Ms. Machado provided an overview of the revisions as follows:

- Technology requirements being added to the handbook and the program website for greater accessibility, noting inclusion of these requirements supports the program's ASIN accreditation review scheduled for October 27th through the 29th.
- Wording related to final examinations for term one was revised, and language was added requiring personal items to be stored in lockers during testing.
- Week counts were updated to ensure consistency with the 40-week program structure, with term one and term two each set at 16 weeks and term three at 8 weeks.

Superintendent Davis recognized Ms. Machado for her work in aligning the nursing program with accreditation standards and increasing enrollment to 40 students across day and evening sessions. With no questions asked, Ms. Davis asked the committee for their approval.

MOTION: by Mr. Sheehan, seconded by Mr. Gitschier to approve the revised 2026-2027 Greater Lowell Technical School of Practical Nursing Student Handbook.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

Superintendent Davis invited the Director of Technology, Enrollment, & Information, Lisa Martinez, to join the meeting to review the changes outlined below to the proposed Staff Acceptable Use Policy before asking for their approval. Ms. Martinez presented the following proposed updates to the staff acceptable use policy to ensure alignment with advancements in artificial intelligence and emerging technologies.

- Coverage of electronics was expanded to include personal devices such as smart glasses and smart watches.
- Clear policies for AI use were established, requiring staff to use only district-approved tools, prohibiting the entry of sensitive student data such as grades into AI platforms, and requiring critical evaluation of AI outputs for accuracy and bias.
- Guidelines were introduced requiring proper citation practices for student AI use.
- Updates explicitly prohibit online bullying, inappropriate messaging including sexting, sharing of private media, and the creation or distribution of computer-altered fake media such as deepfakes.
- These prohibitions were made to align with Massachusetts laws regarding explicit imagery of minors and mandatory reporting of digital misconduct.
- Violation consequences were expanded and referral procedures were clarified.
- Definitions for artificial intelligence, deepfakes, sexting, and cyberbullying were added to the policy glossary.

MOTION: by Mr. Sheehan, seconded by Mr. Gitschier to approve the revised Staff Acceptable Use Policy.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

Superintendent Davis reviewed the request for Greater Lowell to enter into a cooperative agreement with Lowell Catholic for Girls Varsity Field Hockey. This would be a 2-year agreement which would take us through the Fall of 2027 and this agreement would be reviewed bi-annually. The team name would not change for the initial agreement and all team activities would be conducted through Greater Lowell Technical High School. Lowell Catholic would contribute approximately \$800 per student (coaching stipend, transportation, official fees, & other applicable program expenses) with a final per player amount concluded at the end of each season. Lowell Catholic athletes are responsible for getting to and from Greater Lowell Technical High School and Greater Lowell Tech will be responsible for transportation for away contests. Academic eligibility of student athletes would be monitored by each individual school.

MOTION: by Mr. Gitschier, seconded by Mr. Sheehan to approve the cooperative agreement to participate in a co-op Girls Varsity Field Hockey program with Lowell Catholic.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

Superintendent Davis informed the committee that the next item on the agenda was regarding the revised policy on Title IX-Sexual Harassment. She noted, based on the law, the sex discrimination term was removed which will be addressed through the non-discrimination policy, not this policy. Superintendent Davis asked if any of the members had questions before moving for approval.

MOTION: by Mr. Sheehan, seconded by Mr. Gitschier to approve the revised Title IX-Sexual Harassment policy.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

Superintendent Davis reviewed the revisions to the 2026-27 student handbook, encompassing both minor clerical and language updates, as well as the following:

- The term "sex" is being removed from the notice of non-discrimination and replaced with "sexual harassment" to align with updated policy language.
- The college and career readiness platform Naviance being replaced with MIFA Pathways, a new assessment tool recommended by the Department of Elementary and Secondary Education.
- Language regarding discrimination based on hair texture and hair type is being added under the bullying and harassment section to align with the non-discrimination policy.
- Cyberbullying provisions are being expanded to include acts involving AI deepfakes and videos, consistent with the student and staff acceptable use policies.
- Headphones are being added alongside earbuds as items that must not be visible during the school day in classrooms, shops, and hallways.
- Smart glasses or glasses with recording capabilities are being prohibited during the school day due to ethical and legal concerns around recording on school premises.
- Language addressing digital misconduct, including sexting, deepfakes, and online harassment, is being added to mirror the acceptable use policy.
- Dress code language is being updated to specify that crop tops may only be worn with a jacket or shirt covering from the shoulders to the waist.
- Students who drive to school will be required to attend a student driver meeting at the beginning of each school year and display a driving sticker on their vehicle.
- Search and seizure language being added to the driver section to clarify that vehicles may be searched if there is reasonable suspicion or evidence of a school rule violation or criminal activity.
- Definitions related to student restraints are being updated as required by DESE, including revised language around seclusion and timeout.
- An exception is being added to permit the use of mechanical, chemical, or seclusion restraints only in emergency circumstances as a last resort, with requirements for parental notification, documentation, and submission to DESE.
- Long-term suspension procedures are being updated to require that suspended students be picked up by a parent, guardian, or a designee listed in the Aspen X2 student database, with exceptions requiring approval from the assistant superintendent, principal, or designee.
- Emergency removal procedures are being updated with the same pickup requirements as long-term suspensions.
- Students seeking automotive services must have a valid driver's license, vehicle registration, and insurance, and must pay for all parts and related fees prior to vehicle pickup.
- Cosmetology chemical services will require parental permission before being performed on students.
- The MYCAP curriculum is being added under school counseling as a new DESE requirement, implemented through the school counseling department.
- Language regarding pregnant students' access to programs and activities is being updated to include reasonable accommodations such as lactation support.

- The girls' varsity field hockey co-op with Lowell Catholic is being added to the athletics section.
- National Honor Society and National Technical Honor Society guidelines are being updated to reflect new requirements from those organizations.

With no questions asked, Superintendent Davis moved for approval.

MOTION: by Mr. Sheehan, seconded by Mr. Hogan to approve the 2026-2027 Student Handbook.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

Superintendent Davis informed the committee that she was looking for their approval for the Golf team to utilize two out-of-state facilities, Pine Valley Country Club in Pelham, New Hampshire, and World Cup Golf Center in Hudson, during the fall golf season from August 24th through October 26th. The team would use these facilities between the hours of 2:45 and 6:00 p.m. for practices and/or matches. Ms. Davis noted that because these facilities are both out-of-state, it would require their approval.

MOTION: by Mr. Hogan, seconded by Mr. Gitschier to approve the utilization of Pine Valley Country Club in Pelham, N H and World Cup Golf Center in Hudson, NH during this year's Fall Golf season.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

Superintendent Davis informed the committee that she was looking for their approval for the Director of Curriculum, Instruction & Assessment – Greg Haas and the Director of School Counseling – Tracy Encarnacao to attend the National Alliance of Concurrent Enrollment Partnerships in Cleveland, OH from October 17th through 21st. The conference is the only national convening dedicated to early college, dual enrollment, and concurrent enrollment, making attendance given the school's recent early college designation. Total costs are estimated at \$4,755, with no cost to the district as the full amount is funded through the early college support grant.

MOTION: by Mr. Hogan, seconded by Mr. Sheehan to approve the out-of-state travel request for Mr. Haas and Ms. Encarnacao to attend the National Alliance of Concurrent Enrollment Partnerships 2026 National Convention in Cleveland, OH from October 21-26, 2026.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

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

Committeeman Sheehan requested that a monthly discipline data report be included in the committee packet going forward, starting in the current school year. Mr. Sheehan added the intent of the report was to allow the committee to monitor any changes in student infraction trends, particularly in the context of recent changes to the school's lottery process. Superintendent Davis confirmed the request and asked for guidance on timing, with Sheehan suggesting October or November as a reasonable starting point.

Committeeman Morin noted the recent award of \$75,000 in funding, initially believed to be for the soccer field, but clarified by Superintendent Davis and School Business Administrator Knight to be directed toward the tennis courts. Mr. Knight confirmed that legislation did go through and listed Greater Lowell as a \$75,000 recipient. Superintendent Davis confirmed that the tennis courts require significant renovation estimated at several million dollars, and the \$75,000 would serve as a starting point for that project.

COMMITTEEPERSON MOTION

There were no committeeperson motions.

REPORT OF SUB-COMMITTEES

There was no report of sub-committees.

Committeeman Hogan inquired about the frequency and process by which the advisory committee reviews technical program offerings and equipment needs. Superintendent Davis responded that the Fall Advisory meeting is the kick off and takes place in October, with the Committee reviewing some of the results from the Spring meeting. Ms. Davis added that ongoing conversations with our CTE Chairs are done to determine the needs of our technical programs. Superintendent Davis noted that we are currently in the process of expanding the HVAC program, following a prior expansion of the electrical program two years ago, supported in part by a grant and an anonymous donation to cover the plumbing component. HVAC expansion is planned to begin in the summer, with plumbing expansion to follow upon completion. Superintendent Davis added that those technical areas are two (2) of our high demand shops within the building, as well as in industry.

Committeeman Hogan raised the possibility of expanding evening program offerings to serve working adults seeking to upgrade their skills who do not meet Mass Hire eligibility criteria. Superintendent Davis noted that current evening programs include continuing education courses in plumbing and electrical, adult programs in partnership with Commonwealth Corporation and Mass Hire, and the LPN program offered day and evening. Staffing constraints were identified as the primary barrier to expanding adult continuing education offerings, with the school currently seeking a carpentry instructor and most technical teachers already committed to full-time and after-hours responsibilities. Superintendent Davis added that, in consultation with the Continuing Education Director, leadership could explore the possibility of expanding adult continuing education offerings, contingent on instructor availability.

Superintendent Davis informed the committee that the Fall Advisory Meeting in October will focus on gathering industry feedback regarding the impact of artificial intelligence, robotics, and automation on all 23 technical programs, as well as incorporate their response into the budget process beginning in November, with CTE chairs bringing recommendations into discussions with school leadership.

ADJOURN

MOTION: by Mr. Morin, seconded by Mr. Sheehan to adjourn the meeting at 7:19 p.m.

ROLL CALL VOTE: 5 Yes, 3 Absent (Mr. Richardson, Mr. Bahou, Mr. Nocco)

Respectfully submitted,



Colette Edmonds
Recording Secretary

Meeting Documents:

Meeting Notice

Agenda

Minutes for Approval: June 18, 2026, July 8, 2026

Copy of T-Mobile Award Notification

Copy of MLSC Award Notification

Copy of WIOA Grant Award Letter

Copy of proposed 2026-2027 Greater Lowell Technical School of Practical Nursing Student Handbook

Copy of the proposed Staff Acceptable Use Policy for Digital Information, Communication, and Technology Resources (AUP)

Memo Regarding Cooperative Girls Varsity Field Hockey Request

Copy of proposed Policy on Title IX-Sexual Harassment

Copy of proposed 2026-2027 Student Handbook

Copy of Out-of-State Travel Information