

GREATER LOWELL TECHNICAL HIGH SCHOOL

SCHOOL COMMITTEE MEETING

February 11, 2010 – 7:00 P.M.

**CALL TO ORDER**

Chairperson Tully called the meeting to order at 7:07 p.m. followed by the Pledge of Allegiance. Mr. Bahou asked for a moment of silence for the earthquake victims and their families in Haiti.

**ROLL CALL**

Members

Present: Mr. Bahou, Mr. Laferriere, Mr. Lenzi, Mr. Morin, Mr. O'Hare, Mr. Olson, Mr. O'Neill, Mr. Tully

Also

Present: James Cassin, Superintendent-Director  
Mary Jo Santoro, Assistant Superintendent/Principal  
John Lavoie, Assistant Superintendent/Curriculum  
George Garabedian, School Business Administrator  
David Bradley, District Treasurer  
Attorney Rosann DiPietro, Legal Counsel  
Michael McGovern, Coordinator of School Information  
Cheryl Gosselin, Recording Secretary

**PUBLIC APPEARANCE**

There was no one signed up for public appearance.

**SCHOOL COMMITTEE COMMUNICATIONS**

There were no School Committee communications.

**REPORT OF STUDENT REPRESENTATIVE**

Student Representative Joshua Bradbury gave a report of upcoming and recently held events.

**APPROVAL OF MINUTES**

**MOTION:** by Mr. Morin, seconded by Mr. Lenzi to approve the minutes from the January 12, 2010 Special meeting.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. Laferriere, seconded by Mr. O'Hare to approve the minutes from the meeting of January 14, 2010.

**ROLL CALL VOTE:** 8 Yes (Mr. O'Neill abstained but changed his vote later in the meeting to one of approval)

**REPORT OF DISTRICT TREASURER**

District Treasurer David Bradley distributed the Warrants to the Committee for their approval and signature.

**MOTION:** by Mr. O'Neill, seconded by Mr. Olson to approve expenditures for the sum of \$2,864,456.99 allocated as follows:

Warrant 1771-1	dated 01/29/10	Accounts Payable	347,196.67
Warrant 1777	dated 02/12/10	Accounts Payable	820,712.12
Warrant 1771-B	dated 01/29/10	Payroll Warrant #209	840,251.81
Warrant 1777-A	dated 02/12/10	Payroll Warrant #211	855,351.86
Warrant 1775	dated 01/29/10	Lowell Five Cent Savings	20.00
Warrant 1776	dated 01/29/10	Bank of America	244.30
Warrant 1778	dated 02/12/10	January Meals Tax	680.23

**ROLL CALL VOTE:** 8 Yes

**REPORT OF GENERAL COUNSEL**

The grievance scheduled for this meeting has been deferred to the March meeting.

**REPORT OF SUPERINTENDENT-DIRECTOR**

Superintendent Cassin asked for approval for the junior and senior cosmetology students to attend the International Beauty Show in New York on March 9, 2010.

**MOTION:** by Mr. Lenzi, seconded by Mr. Laferriere to approve the request for the junior and senior cosmetology students to attend the International Beauty Show in New York on March 9, 2010.

**ROLL CALL VOTE:** 8 Yes

Superintendent Cassin asked for approval for 25 junior and senior culinary students to go to Washington, DC for their annual field trip.

**MOTION:** by Mr. O'Neill, seconded by Mr. Morin to approve the request for 25 junior and senior culinary students to go to Washington, DC for their annual field trip.

**ROLL CALL VOTE:** 8 Yes

Superintendent Cassin asked for approval to accept a donation of materials from Audi Porsche of Nashua valued at \$2,000 and from Wei Sic Machine valued at \$200.

**MOTION:** by Mr. Olson, seconded by Mr. Bahou to accept a donation of materials from Audi Porsche of Nashua valued at \$2,000 and from Wei Sic Machine valued at \$200.

**ROLL CALL VOTE:** 8 Yes

Next Superintendent Cassin asked Assistant Superintendent/Principal Mary Jo Santoro to present the 2010-2011 Program of Studies for approval. Ms. Santoro reviewed the changes with the Committee. Mr. Bahou requested a report showing the number of students enrolled in Fashion Tech, how many are on co-op and the placement numbers.

**MOTION:** by Mr. Morin, seconded by Mr. O'Neill to approve the 2010-2011 Program of Studies as presented.

**ROLL CALL VOTE:** 8 Yes

Superintendent Cassin asked for approval for the Annual Report which will be submitted to Dracut, Dunstable & Tyngsboro to be incorporated into their Town Report.

**MOTION:** by Mr. Morin, seconded by Mr. Bahou to approve the Annual Report as presented.

**ROLL CALL VOTE:** 8 Yes

Superintendent Cassin informed the Board that the Winter Sports Awards night would be held on Wednesday, March 10, 2010.

## **REPORT OF BUSINESS MANAGER**

Mr. Garabedian provided an update of ongoing Business Office projects.

Mr. Garabedian informed the Board that the transportation contract with First Student is in the 4<sup>th</sup> year and that we have the option to renew for a fifth year based on the Consumer Price Index that was published in December (1/8% increase). The contract will increase by \$26,400.

**MOTION:** by Mr. Bahou, seconded by Mr. Olson to extend First Student's contract for one year with a \$26,400 increase.

**ROLL CALL VOTE:** 8 Yes

Mr. Garabedian deferred to the Finance Sub-Committee to provide a budget update. Chairman Tully gave the report of the February 9 Finance Sub-Committee meeting. The FY11 budget is based on the Governor's proposed budget. Chapter 70 is level funded. The minimum contribution increase is due to increased enrollment of 79 students. The FY11 budget is based on 0% salary increase.

**MOTION:** by Mr. Lenzi, seconded by Laferriere to approve the report of the February 9, 2010 Finance Sub-Committee meeting.

**ROLL CALL VOTE:** 8 Yes

Mr. Garabedian gave a brief update on the MSBA project.

## **OLD BUSINESS**

Superintendent Cassin informed the Board that a report on license/waiver information for area vocational schools as requested by Mr. Bahou was included in the package. He then gave a brief overview.

## **NEW BUSINESS**

Mr. Bahou suggested that the Superintendent Search Sub-Committee be recreated to be comprised of teachers, school council, people from the district and some school committee members. Discussion ensued regarding what constitutes a quorum for a sub-committee. Attorney DiPietro stated that if the sub-committee wants to screen candidates whether by paper screening or interviews they may do so in executive session. School Committee members not on the sub-committee may not attend the executive session because those members are considered part of the public and would make a quorum of the School Committee. The reason for screening in executive session is to protect the identity of the candidates. After being asked by Mr. Laferriere, Attorney DiPietro clarified that one of the roles of the School Committee is to hire the Superintendent.

Chairman Tully asked if there were no objections that he would have Mr. O'Hare give his report of the Superintendent-Search sub-committee out of order.

Mr. O'Hare remarked that he feels that the Superintendent hiring process is being handled fairly and that the Superintendent Search Sub-Committee is seeking guidance from the school's legal counsel during the process. Mr. O'Hare also stated that there have been two sub-committees meetings to set the process for hiring a new Superintendent and members of the School Committee had the opportunity during those meetings to make suggestions on the process, advertising, salary, timeline, etc. Mr. O'Hare then gave his report of the January 21, 2010 Superintendent Search Sub-Committee. Mr. O'Neill stated that the deadline for applications would be March 19, 2010 @ 3:00 p.m. He also stated that only the finalists' names will become public. All other names will remain confidential. The finalists will be notified before their name becomes public.

**MOTION:** by Mr. O'Neill, seconded by Mr. O'Hare to approve the report of the January 21, 2010 Superintendent Search Sub-Committee.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. O'Neill, seconded by Mr. O'Hare to approve the process outlined by the Superintendent Search Sub-Committee.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. O'Hare, seconded by Mr. Laferriere to expend not more than \$5,000 for advertising for the Superintendent search.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. Laferriere, seconded by Mr. Morin to give staff who would have to work on Good Friday, April 2, 2010 the day off.

**ROLL CALL VOTE:** 8 Yes

### **REPORT OF SUB-COMMITTEES**

Mr. Laferriere gave a report of the February 3, 2010 Policy Sub-Committee.

**MOTION:** by Mr. Olson, seconded by Mr. O'Hare to hire MASC to review and update the Policy Manual and spread the \$10,500 payment over three years.

**ROLL CALL VOTE:** 8 Yes

**MOTION:** by Mr. Morin, seconded by Mr. O'Neill to revise policies to provide posting the following documents on the school website. If there is a document that due to size is too large for the website a note will be included stating that said document can be viewed in the Superintendent's Office.

- Yearly meeting schedule
- Meeting agendas
- Informational package sent to School Committee members excluding any items exempt from the public record act
- Sub-Committee information

**ROLL CALL VOTE:** 8 Yes

**ADJOURN**

Motion by Mr. O'Hare, seconded by Mr. Morin to adjourn the meeting at 8:35 p.m.

**ROLL CALL VOTE:** 8 Yes

Respectfully submitted,

James M. Cassin  
Superintendent-Director