

MEMORANDUM

TO: Greater Lowell Technical School Committee

FROM: Mary Jo Santoro, Superintendent-Director

RE: School Committee Meeting on August 26, 2010

DATE: August 18, 2010

Enclosed please find the Agenda for the August 26th School Committee Meeting as well as the Meeting Notice. A meeting notice for a Finance Sub-Committee meeting being held on August 26th at 6:30 is also enclosed.

Enclosed please find the minutes of the June 10 meeting, June 21 and June 21 Executive Session, June 28 and June 28 Executive Session for your review and approval.

REPORT OF GENERAL COUNSEL

Attorney DiPietro will be requesting Executive Session for the purpose of negotiations and/or strategy as well as strategy with respect to non-union personnel.

REPORT OF THE SUPERINTENDENT-DIRECTOR

1. will be recommending Robert Lussier for the Assistant Superintendent/Principal position to you for your approval.
2. I will be seeking approval of the Cooperative Education & Placement Manual which will be referenced in the Student Handbook. A copy of the manual is included in the package for your review.
3. I will be seeking approval of the 2010-2011 Student Handbook. A copy of the handbook is included in the package for your review.
4. The NEASC dinner will be held on October 18 at GLTHS. You will be receiving more detailed information in the upcoming weeks but I wanted you to be aware of the date so you can add it to your calendar.
5. I will be seeking approval for the non-teaching staff to have the day off on Friday, September 3. As you may know, there is no school for students and teachers and by allowing non-teaching staff the day off it will allow them to enjoy a long holiday weekend prior to the new school year.
6. I will be seeking approval to accept a donation of miscellaneous items from the Westford Regency.
7. 7. I will be requesting Executive Session to discuss personnel issues

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR

1. Mr. Garabedian will provide a revised budget and assessment recap. A memo is included in the package on this subject.
2. Mr. Garabedian will provide an update on the energy program. A memo on this subject is included in the package.

OLD BUSINESS

In response to a request from Mr. Olson I will provide an update on the administration reorganization and administration cost savings.

In response to a request from Mr. Olson I will provide an update on the status of the Policy Manual revision project.

NEW BUSINESS

Nominations will take place at the August 26th meeting to elect a delegate and alternate delegate to the MASC/MASS Joint Conference being held in November.

Mr. Tully will be discussing health insurance options and whether it is an option for regional districts. A document from the City of Lowell on this topic is included in the package for your review.

COMMITTEEPERSON MOTIONS

1. Motion by Mr. Olson, to schedule Building sub-committee meeting before next regularly scheduled meeting of the full board for the purpose of reviewing school renovation options through the Massachusetts School Building Authority (MSBA) and energy projects to make recommendations for moving forward to the full board. The Superintendent to have the School business manager to prepare summary of scope of work and cost comparison options including:

- No Action – Repairs without MSBA as needed
- Energy project option with partial MSBA
- Various scope options A, B and C with MSBA

The Summary will include a breakdown of each community's responsible proportion of the cost under each scenario.

Provide rough estimate annual debt service by community (Varies by interest rates)

ENCLOSURES

Meeting Notice

Agenda

Minutes

Cooperative Education & Placement Manual

2010-2011 Student Handbook

2 Versions of Proposed Contract for Assistant Superintendent/Principal

Memo from George Garabedian Regarding Revised Budget & Assessment

Memo from George Garabedian Regarding Energy Program

Health Insurance Document

MISCELLANEOUS ENCLOSURES

Thank You Letter from Bill Collins

Thank You Letter from Town of Dracut

Thank You Letter from Parents

Letter Regarding Collaborative with UMass Lowell

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.

C. Long & DiPietro

GREATER LOWELL TECHNICAL HIGH SCHOOL

250 PAWTUCKET BOULEVARD
TYNGSBORO, MASSACHUSETTS 01879-2199
TEL: (978) 454-5411 FAX: (978) 441-5344
www.gltech.org

Mary Jo Santoro
Superintendent-Director

SCHOOL COMMITTEE

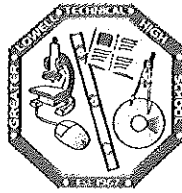
David C. Laferriere
Chair

Michael J. Lenzi
Vice-Chair

Victor A. Olson
Secretary

Farid W. Bahou, Jr.
Paul E. Morin
George W. O'Hare
Steven P. O'Neill
David E. Tully

William J. Collins
Superintendent-Emeritus



AGENDA

SCHOOL COMMITTEE MEETING

August 26, 2010 – 7:00 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. June 10, 2010
 2. June 21 2010
 3. June 21, 2010 Executive Session
 4. June 28, 2010
 5. June 28, 2010 Executive Session
- VII. REPORT OF TREASURER

Approval of Warrants

• SERVING LOWELL, DRACUT, TYNGSBORO, DUNSTABLE •



VIII. REPORT OF GENERAL COUNSEL

Executive Session

- a. Strategy with Respect to Contract Negotiations
- b. Strategy with Respect to Non-Union Personnel

IX. REPORT OF SUPERINTENDENT-DIRECTOR

1. Recommendation for Assistant Superintendent/Principal
2. Approval of Cooperative Education & Placement Manual
3. Approval of the 2010-2011 Student Handbook
4. Invite to NEASC Dinner
5. Approval of Non-Teaching Staff Having Day Off September 3
6. Approval of Donation from Westford Regency
7. Executive Session Regarding Personnel Issue

X. REPORT OF BUSINESS MANAGER

1. Revised Budget & Assessment Recap
2. Energy Program Update

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.

1. Update on status of Admin Re-Org and Administration Costs
2. Update on the status of the Policy Manual Revision

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.

1. Nomination of Delegate/Alternate to the MASC/MASS Joint Conference
2. Health Insurance Option

XIII. COMMITTEEPERSON MOTIONS

1. Motion by Mr. Olson, to schedule Building sub-committee meeting before next regularly scheduled meeting of the full board for the purpose of reviewing school renovations options through the Massachusetts School Building Authority (MSBA) and energy projects to make recommendations for moving forward to the full board. The Superintendent to have the School business manager to prepare summary of scope of work and cost comparison options including:

- No Action – Repairs without MSBA as needed
- Energy project option with partial MSBA
- Various scope options A, B and C with MSBA

The Summary will include a breakdown of each community's responsible proportion of the cost under each scenario.

Provide rough estimate annual debt service by community (Varies by interest rates)

XIV. REPORT OF SUB-COMMITTEES
Report of August 26, 2010 Finance Sub-Committee Meeting

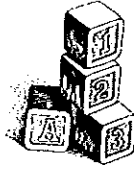
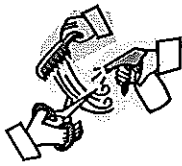
XV. ADJOURN

Student Handbook


&

Cooperative Education and Placement Manual

Available in Superintendent's Office for viewing



MEMORANDUM

TO: MaryJo Santoro, Superintendent-Director
FROM: Nancy Hall, Personal Services Cluster Chairperson 
RE: Culinary Donation Request
DATE: July 7, 2010

I am requesting permission to accept a donation from the Westford Regency.

The Westford Regency would like to donate 9 chafing dishes and 100—12 ounce soda glasses to the Greater Lowell Culinary Department. Since chafing dishes can be quite expensive (depending on the size, anywhere from \$100.00 to \$400.00 each) the staff believes this is a valuable opportunity that will save us some money in the long run. We have no problem providing storage for these items and will certainly put them to good use.

If this donation is approved, I will find out the approximate value of the items so that we can issue a receipt to the Westford Regency.

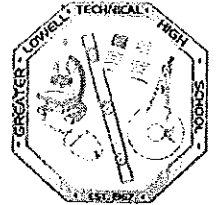
Please let me know if this donation can be accepted.

Thank you for your help.

cc: R. Lussier, Director of Technical Studies
G. Garabedian, School Business Administrator

Memorandum

From the Business Office



TO: School Committee

FROM: George R. Garabedian, School Business Administrator *GRG*

RE: Revised Budget

DATE: August 3, 2010

I have attached a revised Budget Recap Proposed for FY 2011 (for School Committee consideration) which reflects the changes based on the final State Budget, which was approved by the Governor on June 30, 2010.

The changes were as follows:

- | | |
|--|------------------|
| 1. Minimum Contribution reduced by | (\$ 41,527) |
| 2. Chapter 70 Reduced by | (\$378,945) |
| 3. Transportation Reimbursement reduced by | (\$ 16,743) |
| 4. School Choice Assessment increased by | <u>\$ 25,892</u> |

The net change to the budget is a reduction of (\$380,723)

The District is receiving an SFSF Grant for \$406,615 to offset the reduction to meet Foundation. The Munis Budget report will be adjusted accordingly with a reduction to salary account 00010623-23051 of (\$406,615), and an increase to school choice assessment account 00011964-91004 of \$25,892.00.

Please let me know if you have any questions.

C: Mary Jo Santoro, Superintendent-Director

GREATER LOWELL TECHNICAL HIGH SCHOOL**July 1, 2010 - June 30, 2011**

Voted 4-8-10

Revised

REVENUE	2010/11	2010/11	Change
EXCESS & DEFICIENCY:			
E&D - TRANSPORTATION	\$600,000	\$639,749	\$39,749
	\$300,000	\$316,743	\$16,743
ASSESSMENTS:			
Includes Minimum Contributions & Transportation			
Dracut	\$2,909,733	\$2,901,459	-\$8,274
Dunstable	\$168,763	\$168,590	-\$173
Lowell	\$5,640,409	\$5,608,401	-\$32,008
Tyngsboro	\$1,035,975	\$1,034,903	-\$1,072
Total	\$9,754,880	\$9,713,353	-\$41,527
STATE AID:			
CHAPTER 70	\$21,164,073	\$20,785,128	-\$378,945
TRANSPORTATION	\$833,802	\$817,059	-\$16,743
Total	\$21,997,875	\$21,602,187	-\$395,688
TOTAL REVENUE	\$32,652,755	\$32,272,032	-\$380,723

EXPENSES:

OPERATING			
Instruction	\$15,447,431	\$15,040,816	-\$406,615
Operation of Plant	\$3,215,895	\$3,215,895	\$0
Fixed Charges	\$7,301,358	\$7,301,358	\$0
Administration	\$2,292,763	\$2,292,763	\$0
Other Services	\$4,126,765	\$4,126,765	\$0
Programs with Other Districts	\$268,543	\$294,435	\$25,892
TOTAL BUDGET	\$32,652,755	\$32,272,032	-\$380,723

NOTE:

Net Budget Reduction of \$380,723 (\$406,615 SFSF Grant - \$25,892 increase in Schoice Assessment).

Assessment Recap Statutory Method

REVISED 2010 / 2011
Based on FINAL STATE BUDGET 6-30-2010

ORIGINAL VS REVISED Required Minimum Contribution

Community	FY-11	FY-11	Difference
Dracut	\$ 2,821,091	\$ 2,812,817	\$ (8,274)
Dunstable	\$ 166,135	\$ 165,962	\$ (173)
Lowell	\$ 5,278,196	\$ 5,246,188	\$ (32,008)
Tyngsboro	\$ 1,008,260	\$ 1,007,188	\$ (1,072)
Total	\$ 9,273,682	\$ 9,232,155	\$ (41,527)

Transportation

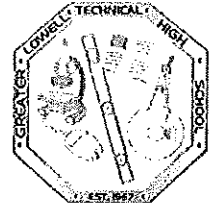
Community	FY-11	FY-11	Difference
Dracut	\$ 88,642	\$ 88,642	\$ -
Dunstable	\$ 2,628	\$ 2,628	\$ -
Lowell	\$ 362,213	\$ 362,213	\$ -
Tyngsboro	\$ 27,715	\$ 27,715	\$ -
Total	\$ 481,198	\$ 481,198	\$ -

Combined Assessment

Community	FY-11	FY-11	Difference
Dracut	\$ 2,909,733	\$ 2,901,459	\$ (8,274)
Dunstable	\$ 168,763	\$ 168,590	\$ (173)
Lowell	\$ 5,640,409	\$ 5,608,401	\$ (32,008)
Tyngsboro	\$ 1,035,975	\$ 1,034,903	\$ (1,072)
Total	\$ 9,754,880	\$ 9,713,353	\$ (41,527)

Memorandum

From the Business Office



TO: Mary Jo Santoro, Superintendent-Director

FROM: George R. Garabedian, School Business Administrator *JRG*

RE: Energy Management Service Project Update

DATE: August 17, 2010

As requested, I have prepared for you an update on the Energy Management Service Project as well as provide some of the Pros and Cons that the School Committee and former Superintendent Cassin have previously discussed.

CURRENT STATUS:

Following the June 28, 2010, School Committee meeting, a letter was sent to MSBA requesting a pause in their process while the district continued to explore the Energy Management Service option for Roof and Unit replacement as well as Solar and other Energy initiatives. A conference call with MSBA officials followed on July 19, 2010, to discuss district's plan.

A letter was sent to the Massachusetts Dept. of Elementary and Secondary Education Associate Commissioner, Jeffrey Wulfson requesting a Waiver from the Net School Spending Requirements.

As required by law, the draft RFQ was e-mailed to the Dept of Energy Resources for review. Draft approved. Hard copy to be mailed to DOER at least one week prior to advertising.

Presently awaiting response from the DESE on the Waiver request before proceeding any further.

Energy Management Service

Pros:

- No upfront cost to district,
- Upgrades paid from energy savings,
- No cost to member communities,
- Provides option for the district and communities to get needed improvements,
- Earmarks energy savings and alternative possibilities e.g. solar, wind, co-gen, etc.

Cons:

- Potential impact on net school spending is a major concern,
- At collaboration phase with MSBA with approximately 80% reimbursement rate,
- Process more complex than MSBA- measurement and verification of savings each year,
- May not generate enough savings to do all of the intended project, especially the roof,
- Several business managers, superintendents, DESE officials recommended MSBA process,
- Energy consultants, Department of Energy Resources suggested MSBA process for roof & units with that high reimbursement rate,
- District will realize energy savings if we use MSBA with new energy efficient units and controllers and by the conversion of two electric units to gas,
- Tied in with energy service company for long period of time, up to 20 years,
- Will most likely require an extension on the MSBA pause by a few more months.

SIDE NOTE:

The last time the district used this process was in the early 1990's and at that time the projected savings were not realized and as a result of arbitration, the company had to pay the District on average approximately \$92,000 per year for ten years. Please let me know if you have any questions or wish to discuss further.

C: School Committee

Bernard F. Lynch
City Manager

July 14, 2010

Senator Steven C. Panagiotakos
316 Parker St.
Lowell, MA 01852

Dear Senator Panagiotakos:

Relative to the action taken by the Lowell City Council on July 13, 2010, the City of Lowell respectfully requests the filing of special legislation to read as follows:

AN ACT AUTHORIZING THE CITY OF LOWELL

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1

Notwithstanding the provisions of chapter 32B and chapter 150E of the General Laws or any other general or special law to the contrary, the City of Lowell is authorized to negotiate and purchase group insurance policies for Employees, Retirees and Dependents without being subject to collective bargaining as defined in chapter 150E of the general laws.

SECTION 2

Further, the City of Lowell is also authorized to alter current and future plan design features, and that such action not be subject to collective bargaining as defined in chapter 150E of the general laws.

SECTION 3

Further, the City of Lowell is also authorized, but not mandated to participate in, and/or join the Group Insurance Commission ("GIC") pursuant to G.L. c 32A, and such action shall not be subject to collective bargaining as defined in chapter 150E of the general laws.

SECTION 4

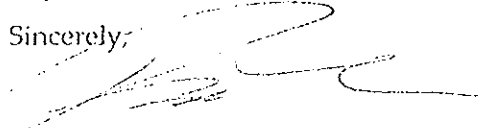
The provisions of this act not affect obligation under any collective bargaining agreement(s), while such agreements are in effect.

SECTION 5

This action shall take effect upon its passage.

If the City or its offices can be of any assistance in this matter please do not hesitate to contact me. Thank you for all past courtesies and your continued support in this important effort.

Sincerely,



Bernard Lynch
City Manager

CC: Representative Thomas Golden
Representative David Nangle
Representative Kevin Murphy
City Council

GREATER LOWELL TECHNICAL HIGH SCHOOL

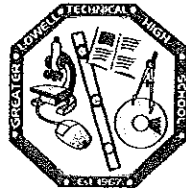
250 PAWTUCKET BOULEVARD
TYNGSBORO, MASSACHUSETTS 01879-2199
TEL: (978) 454-5411 FAX: (978) 441-5344
www.gltech.org

SCHOOL COMMITTEE

James M. Cassin
Superintendent-Director

Mary Jo Santoro
Assistant Superintendent/Principal

John N. Lavoie
Assistant Superintendent/Curriculum



David E. Tully
Chair

David C. Laferriere
Vice-Chair

Michael J. Hayden
Secretary

Michael J. Lenzi
Paul E. Morin
George W. O'Hare
Victor A. Olson
Steven P. O'Neill

William J. Collins
Superintendent-Emeritus

June 3, 2010

To Whom It May Concern:

Please accept this letter as documentation of Greater Lowell Technical High School's support of the GK-12 Sustainable Materials Applied to Research and Teaching (SMART) initiative.

We understand that two GK-12 Fellows from UMass Lowell will work 15 hours a week during the 2011/2012 academic year with the GLTHS students on activities related to sustainable materials science and engineering. The two GK-12 Fellows will be mentored by two teachers from GLTHS. Teachers will receive a stipend of \$5,000 each for their mentoring efforts and their involvement in the summer training of the GK-12 Fellows.

We understand that this is a collaborative effort with Somerville High School. GLTHS students will meet their peers at Somerville High School once during the year and they will visit UMass Lowell at least once during the year. We understand that expenses for field trips will be covered by the grant.

Sincerely,

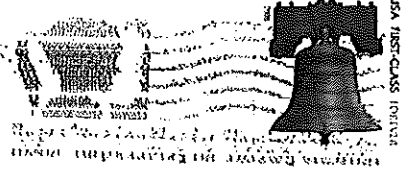
James M. Cassin

Superintendent-Director



Mr. William J. Collins
 60 Belvidere Cir
 Lowell, MA 01852-4302

11 JUN 2010 PM 2 1



Mr. David Tully, Chairman
 Greater Lowell School Comm.
 1070 Main Street
 Unstable, Mass 01827



David

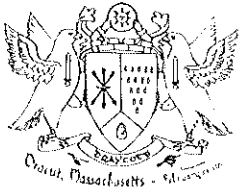
Thank you for today's presentation. Please tell the Committee it is nice to be remembered, and not forgotten.

It was thoughtful to invite my children, especially the Twins, and to have the administrators present for the unveiling.

I congratulated Jim on a job well done, and to Mary Jo, the best of success in her new position.

I am quite sure you will be proud of your vote

Bess



OFFICE OF THE
TOWN CLERK

Municipal Government Town of Dracut

TOWN HALL
62 ARLINGTON STREET
DRACUT, MASSACHUSETTS 01826
PHONE 978-453-0951 FAX 978-452-7924

KATHLEEN M. GRAHAM
Town Clerk

JAYNE BOISSONNEAULT
Assistant Town Clerk

July 16, 2010

Mary Jo Santoro,
Superintendent - Director
Greater Lowell Technical High School
250 Pawtucket Boulevard
Tyngsboro, Massachusetts 01879-2199

RE: Town of Dracut Bulletin Board

Dear Superintendent Santoro:

On behalf of the Town of Dracut, I would like to take this opportunity to express our gratitude to your Carpentry Staff and the students, who built the Town a new outside bulletin board.

This new board has enabled the Town to comply with the New Open Meeting Laws and make all meeting notices and agendas available to the public 24/7.

Please extend our thanks to Mr. Daniel Hamel and his students for a wonderful job. I will be ordering a plaque to be placed on the front of the bulletin board stating that it was built by the "Students of the GRLTHS - 2010"

Once again thank you and the school community for your willingness to work with the Town to accomplish this task.

Sincerely,

Kathleen M. Graham
Dracut Town Clerk
62 Arlington St.
Dracut, MA 01826

Cc: School Committee

Aug. 11, 2010
166 Ruby Rd
Draut, MA
01876

Mary Jo Santoro, Supt.
Greater Lowell Reg. Voc. Tech.
250 Pawtucket Blvd.
Tyngsboro, MA 01879

Dear Ms. Santoro,

I just wanted to drop you a note to tell you how much your summer program meant to our family this summer. Our son, Nicholas (#6 out of 711) will be a freshman at GLTHS this fall. Nick is a good kid - very respectful and helpful, but unfortunately has been very turned off by school the past couple of years. He was especially "disappointed" when he was singled out by the staff at GLTHS to attend summer school. After attending the 4 week session, my husband and I noticed a transformation in Nick!! He was coming home raving about his math teacher Mr. Calunga. The teachers and staff learned the students names very quickly and made them feel welcome. We had to "push" Nick to participate in the whale watch. Little did I know he would call me 4 times that day raving about the experience he was having!! He truly enjoyed that trip as he did with all of the learning trips he participated

- 2 -

in. Also - don't underestimate the power of having breakfast available as well!! When you are a 15 yr old boy eggs and hash browns make a huge impression! We all came away from the experience with such positive feelings. As well, the recorded messages and phone calls from Mrs. Pires really made us feel connected.

Both Ron and I have been active in the Inland schools for many years. Our 4 oldest daughters sailed through with flying colors and went on to attend Amherst College, B.C., where Amherst... and have successful careers. We noticed a difference with Nick though. He loves to be outside helping people with projects ranging from lawn care to carpentry, etc.. We feel we have made a great choice in having him attend GLTHS. Thank you for providing such a fun and exciting learning environment for Nick this summer.

Sincerely,
Susan + Ron Hadley

Santoro, MaryJo

From: Soccerma6@aol.com
Sent: Tuesday, August 10, 2010 6:48 PM
To: Santoro, MaryJo
Cc: Pires, Charlene
Subject: Academic Support Program

August 10, 2010

To Whom It May Concern:

My name is Michelle Crockett and I am the mother of Corey Goodwin who will be entering the Greater Lowell Regional Vocational Technical High School this September as a freshman.

During the month of July my son participated in the month long Academic Support Program offered at GLRTVHS. At first he wanted no part in participating. As a typical teenager on summer vacation, school was the last place he wanted to be. That being said, he had a BLAST partaking in this program! I believe his favorite part of the whole program was the whale watching trip.

As parent, I am happy that he was able to partake in this program and after everything is said and done, I know that he himself was glad he did.

I would like to take this time to tell you that, I am for this program and hope that it continues in the years to come for other freshman entering GLRVTHS. It give the students the opportunity to familiarize themself with the High School, what opportunities the high school has to offer and allows students to get to know some of their fellow classmates which will help with the transition from Junior high to High school.

Again, thank you for the opportunity..

Sincerely,

Michelle Crockett
(mother to Corey Goodwin)