# Lowell Public School Committee

## *Regular Meeting Agenda*

***Date:*** February 5, 2020
***Time:*** 6:30PM
***Location:*** City Council Chamber, 375 Merrimack Street, 2nd Floor, Lowell, MA 01852

1. **SALUTE TO FLAG**

2. **ROLL CALL**

3. **MINUTES**

   3.I. Approval Of The Minutes Of The Regularly Scheduled Lowell School Committee Meeting Of Wednesday, January 15, 2020

   Documents:

   LSC MINUTES - JANUARY 15, 2020.PDF

4. **PERMISSION TO ENTER**

   4.I. Permission To Enter: February 5, 2020

   Documents:

   PERMISSION TO ENTER -FEBRUARY 5, 2020.PDF

5. **UNFINISHED BUSINESS**

   5.I. Establishment Of Subcommittees

Documents:

LSC ASSIGNMENTS FOR 20-21.PDF

## 6. MOTIONS

### 6.I. [By Jackie Doherty}:

Request the Superintendent provide the committee with a report that encompasses the recycling efforts throughout the district including sustainability and reuse programs currently in place at each school.

## 7. REPORTS OF THE SUPERINTENDENT

### 7.I. Mid-Year Special Education Update

Documents:

SPECIAL EDUCATION MID YEAR UPDATE.PDF

### 7.II. Renaissance Network – Update

Documents:

2020 02 05 SC RENAISSANCE UPDATE.PDF

### 7.III. Report On Motions

Documents:

REPORT MOTIONS FEBRUARY 5, 2020.PDF

## 8. NEW BUSINESS

### 8.I. Budget Transfer

Documents:

BUDGET TRANSFER REQUEST 1.31.20 - REVISED.PDF
LPS BUDGET TRANSFER - 27,734.68 - NEEDS SC APPROVAL.PDF

### 8.II. Permission To Post: Career & Innovation Pathways Specialist

Documents:

CAREER AND INNOVATION PATHWAYS SPECIALIST.PDF

### 8.III. Minimum Wage Increase-Cafe Workers

Documents:

MINIMUM WAGE INCREASE-CAFE WORKERS.PDF

**8.IV.** Vote-Authorize MSBA Statement Of Interest For The James S. Daley Middle School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST DALEY SCHOOL.PDF

**8.V.** Vote-Authorize MSBA Statement Of Interest For The Fredrick T. Greenhalge Elementary School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST GREENHALGE SCHOOL.PDF

**8.VI.** Vote-Authorize MSBA Statement Of Interest For The Abraham Lincoln Elementary School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST ABRAHAM LINCOLN ELEMENTARY SCHOOL.PDF

**8.VII.** Vote-Authorize MSBA Statement Of Interest For The S. Christa McAuliffe Elementary School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST S. CHRISTA MCAULIFFE ELEMENTARY SCHOOL.PDF

**8.VIII.** Vote-Authorize MSBA Statement Of Interest For The STEM Academy At The Rogers School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST STEM ACADEMY.PDF

**8.IX.** Vote-Authorize MSBA Statement Of Interest For The Pawtucketville Memorial Elementary School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST PAWTUCKET MEMORIAL SCHOOL.PDF

**8.X.** Vote-Authorize MSBA Statement Of Interest For The Joseph A. McAvinnue Elementary School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST JOSEPH A. MCAVINNUE ELEMENTARY.PDF

**8.XI.** Vote-Authorize MSBA Statement Of Interest For The Moody Elementary School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST MOODY ELEMENTARY SCHOOL.PDF

**8.XII.** Vote-Authorize MSBA Statement Of Interest For The Charlotte M. Murkland Elementary School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST MURKLAND SCHOOL.PDF

**8.XIII.** Vote-Authorize MSBA Statement Of Interest For The John J. Shaughnessy Elementary School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST JOHN J. SHAUGHNESSY ELEMENTARY SCHOOL.PDF

**8.XIV.** Vote-Authorize MSBA Statement Of Interest For The Benjamin F. Butler Middle School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST BUTLER MIDDLE SCHOOL.PDF

**8.XV.** Vote-Authorize MSBA Statement Of Interest For The Henry J. Robinson Middle School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST HENRY J. ROBINSON MIDDLE SCHOOL.PDF

### 8.XVI. Vote-Authorize MSBA Statement Of Interest For The Dr. An Wang Middle School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST DR. AN WANG MIDDLE SCHOOL.PDF

### 8.XVII. Vote-Authorize MSBA Statement Of Interest For The Bartlett Community Partnership School Under The Accelerated Repair Program

Documents:

STATEMENT OF INTEREST BARTLETT SCHOOL.PDF

## 9. CONVENTION/CONFERENCE REQUESTS

### 9.I. Overnight Travel Request: LHS Framingham, MA

Permission for Dianne Luz along with a group of 24 Upward Bound students participating in the MCC TRIO Upward Bound Math & Science to Framingham, MA scheduled for February 20th through February 21st, 2020. There are no costs to the School Department Budget.

Documents:

LHS FRAMINGHAM, MA.PDF

### 9.II. Out Of Country And Overnight Travel Request: LHS Netherland, Belgium And Paris

Permission for twenty-four [24] LHS students and four [4] chaperones, Tom Thornton, Donna Newcomb, Daniel Murphy and Patricia Crabtree, all Lowell High staff to travel to Netherland, Belgium and Paris, during the February school vacation 2021. Each student traveling will incur the total cost of $2,805. There are no costs to the School Department Budget.

Documents:

LHS NETHERLANDS, BELGIUM AND PARIS, FRANCE.PDF

### 9.III. Out Of State And Overnight Travel Request: LHS Baltimore, MD

Karyn Cassidy, LHS counselor, to attend the John Hopkins University

counselor visit from April 26th through April 28, 2020 in Baltimore, MD. There is no cost to the School Department budget. All expenses will be funded by John Hopkins University. No substitute teacher is needed

Documents:

KARYN CASSIDY, BALTIMORE MD.PDF

## 9.IV. Out Of State And Overnight Travel Request: LHS Cooperstown, New York

Request permission for LHS Baseball team along with Head Coach, Dan Graham and Assistant Coaches Mark Rurak, Cam Roper and Kyle Swenson to attend a conference game with Central Catholic High School in Cooperstown, New York on April 19th and April 20, 2020. All travel related expenses will be paid through the Lowell High School Baseball Parent Boosters. There are no costs to the School Department Budget.

Documents:

LHS BASEBALL, COOPERSTOWN, NY.PDF

## 9.V. Out Of State Travel Request: Portsmouth, N.H.

Request permission for Melissa Newell, Coordinator of Language Arts & Literacy K-12, to attend a conference in Portsmouth, New Hampshire on April 10, 2020. The total cost for the workshop is $209.00. The registration fee is funded by the Professional Development budget. No substitute teacher is needed.

Documents:

M. NEWELL, PORTSMOUTH, NH.PDF

## 9.VI. Overnight Travel Request: LHS - Hyannis, MA

Permission for Athletic Director David Lezenski to attend the 45th Annual MSSADA Conference to be held on March 24, 2020 through March 27, 2020 in Hyannis, MA. There are no costs to the School Department Budget.

Documents:

DAVID LEZENSKI, HYANNIS, MA.PDF

## 9.VII. Overnight Travel Request: LHS - ROTC

The Lowell High School ROTC cadets, (Lt. Col Eileen St. Laurent. MSgt Kevin Casilli and MSgt Paul Perez and TSgt David Smith) along with additional chaperones Tarathorn Hong, Stephen Cruz, Reynaldo Rivera, Brianna Croteau, Mikaylah Croteau, Prathnar Pich and Sodhikar Pich to travel on May 28th through May 31, 2020, with approximately 80-100 cadet students to Fort Devens facility to attend the Course 9381. All costs will be paid by AFJROTC funds, student fundraising and student contributions. The cost of the substitutes in the amount of $210 will be paid by LHS individual school budget.

Documents:

LHS AJFJROTC, FT. DEVENS, MA.PDF

## 9.VIII. Overnight Travel Request: LHS Hyannis, MA

Permission for eleven (11) LHS Student Council Representatives as well as Student Council Advisor Thomas Thornton to attend the 2020 Massachusetts Association of Student Council Workshop on March 4, 2020 through March 6, 2020 held at the Resort & Conference Center at Hyannis, in Hyannis, MA. Students will miss three (3) days of school. No substitutes will be needed and all expenses will be paid through fundraising and the Office of Student Activities at LHS funds not to exceed $4,103. There is no cost to the Lowell School Department.

Documents:

LHS HYANNIS, MA.PDF

# 10. PROFESSIONAL PERSONNEL

## 10.I. The Members Of The United Teachers Of Lowell Hereby Donate Sixty [60] Sick Leave Days To Jennifer MacDonald, Butler School Teacher

Documents:

UTL- JENNIFER MACDONALD.PDF

## 11. EXECUTIVE SESSION

## 12. ADJOURNMENT

# LOWELL SCHOOL COMMITTEE

## *REGULAR MEETING MINUTES*

***Date:*** January 15, 2020
***Time:*** 6:30PM
***Location:*** City Council Chamber, 375 Merrimack Street, 2nd Floor, Lowell, MA 01852

**1. SALUTE TO FLAG**

**2. ROLL CALL**

**On a roll call at 6:32 p.m., all members were present, namely: Mr. Descoteaux, Mr. Dillon, Ms. Doherty, Mr. Hoey, Mayor Leahy, Ms. Martin and Ms. Clark.**

**3. SPECIAL ORDER OF BUSINESS**

**3.I.** Spotlight On Excellence: Pyne Arts Magnet School Musical

The Spotlight on Excellence featured the Pyne Arts Magnet School Musical: "Into the Woods". Under the direction of Seven Rose, cast members Ethan Ty, Kiara Simonphone, Jason Iraheta, Abigail Cruz, and Jelicity Mercado performed the musical number "It Takes Two".

**4. MINUTES**

**4.I.** Approval of the Minutes of the Special Meeting of the Lowell School Committee Meeting of Wednesday, December 18, 2019

**Mr. Hoey made a motion to accept and place on file the minutes from the Special School Committee Meeting of Wednesday, December 18, 2019, the minutes from the Regularly Scheduled Lowell School Committee Meeting of Wednesday, December 18 2019 and the minutes of the Inauguration Exercises of Monday, January 6, 2020; seconded by Ms. Martin. 7 yeas APPROVED**

**4.II.** Approval of the Minutes of the Regularly Scheduled Lowell School Committee Meeting of Wednesday, December 18, 2019

**Mr. Hoey made a motion to accept and place on file the minutes from the Special School Committee Meeting of Wednesday, December 18, 2019, the minutes from the Regularly Scheduled Lowell School Committee Meeting of Wednesday, December 18 2019 and the minutes of the Inauguration Exercises of Monday, January 6, 2020; seconded by Ms. Martin. 7 yeas APPROVED**

**4.III.** Approval of the Minutes of the Inauguration Exercises of Monday, January 6, 2020

**Mr. Hoey made a motion to accept and place on file the minutes from the Special School Committee Meeting of Wednesday, December 18, 2019, the minutes from the Regularly Scheduled Lowell School Committee Meeting of Wednesday, December 18 2019 and the minutes of the Inauguration Exercises of Monday, January 6, 2020; seconded by Ms. Martin. 7 yeas APPROVED**

**5. PERMISSION TO ENTER**

**5.I. Permission to Enter: January 15, 2020**

**Ms. Doherty made a motion to approve the Permission to Enter; seconded by Mr. Hoey. 7 yeas APPROVED**

**6. MEMORIALS**

**6.I.** Donna St. Laurent, Greenhalge School Secretary

**6.II.** Elai Vorn, Stoklosa School Student

**7. MOTIONS**

**7.I. [By Jackie Doherty]:** Request the Superintendent provide the committee with follow-up information to the report generated from my April 2018 motion regarding status of outdoor play spaces. The updated report should include information on newly added playgrounds as well as outline plans/timeline to ensure every elementary and middle school has access to safe, age-appropriate outdoor play areas, including collaborating with the City to target for extra oversight those city-managed parks that are the only outdoor play space for certain schools.

**Ms. Doherty made a motion to approve; seconded by Mr. Hoey. 7 yeas APPROVED**

**7.II. [By Bob Hoey]:** Request the Superintendent provide the committee with a report on the District's compliance with Chapter 71, Section 69. Are flags provided and properly displayed in compliance with the law, and is each teacher in the District leading the class in a group recitation of the "Pledge of Allegiance to the Flag?"

**Mr. Hoey made a motion to approve; seconded by Mr. Descoteaux. 7 yeas APPROVED**

**8. REPORTS OF THE SUPERINTENDENT**

**8.I. Grant Award Notification: FC528 Increased Access to Quality Afterschool And Summer**

Ms. Desmond, Chief Academic Officer informed the Committee that the Lowell Public Schools was awarded a grant for $190,000 through a Massachusetts Department of Elementary and Secondary Education grant. The Lowell Public Schools received the highest level of funding for the ASOST grant in Massachusetts. The FC528 Increased Access to Quality Afterschool and Summer (Fund Code 528) grant will provide funding to the Pyne Arts and Reilly Schools to offer before and after school programming as well as summer programming for their students.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 8.I through 8.VIII as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED**

**8.II. Grant Award Notification: FC 181 Gateway City Grants for High Quality, Intensive English Language Learning Programs**

Ms. Desmond, Chief Academic Officer informed the Committee that the Lowell Public Schools was awarded a grant for $83,000 through a Massachusetts Department of Elementary and Secondary Education grant: Gateway City Grants for High Quality, Intensive English Language Learning Programs – All Levels (Fund Code 181). This program will support district priorities in regard to closing the achievement gap for all students, particularly those who are English Learners.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 8.I through 8.VIII as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED**

**8.III. Grant Award Notification: Portrait of a Graduate Grant**

Ms. Phillips, Chief Equity and Engagement Officer informed the Committee that the Lowell Public Schools was one (1) of fourteen (14) recipients for the competitive Portrait of a Graduate grant. The office of Education Equity and Community Empowerment in partnership and collaboration with Project Learn and our three (3) schools (Lowell High, Leblanc Therapeutic Day School and the Career Academy) aims to develop the articulation of a robust definition of student success which includes academic skills and core competencies that will prepare our students for success in a 21st century workforce.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 8.I through 8.VIII as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED**

**8.IV. Strategic Planning Update**

Ms. Phillips, Chief Equity and Engagement Officer provided a PowerPoint presentation updating the Committee on the Strategic Plan. She informed the Committee that in November/December 2019 the administration solicited volunteers to participate in the development of the strategic plan. Over fifty (50) individuals submitted their name and expressed interest in participating. Priority was placed on inclusivity that underrepresented voices, untapped networks and diverse stakeholder groups have a seat at this decision-making table. The steering committee is composed of approximately twenty-five (25)

individuals, with half representing Lowell Public School staff (both building-based and central office) and approximately half representing the greater Lowell community (families, non-profit organizations, local business, and institutions of post-secondary education). Community and staff forums will be held to receive feedback on the strategic priorities and to help solicit input about potential challenges. Convening working groups to identify specific action steps necessary to advance strategic priorities are as follows:

- Expanding early learning opportunities
- Increasing access to high-performing seats
- Aligning high school programming
- Better leveraging Lowell's diversity

**Ms. Martin made a motion to accept the following Reports of the Superintendent 8.I through 8.VIII as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED**

**8.V. Site-Based Budget & Fair Student Funding Update**

Superintendent Boyd introduced ERS which is a non-profit organization that is dedicated to transforming how school systems organize resources so that every school succeeds for every student. ERS provided a PowerPoint presentation that stated that Fair Student Funding can help districts accomplish three (3) goals with their funding system (Equity, Transparency and Flexibility). The schools instead of receiving staff allocations and supply budgets are allocated funds based on the characteristics of their students. These unlocked resources are distributed through a formula that weights different characteristics chosen to meet the individual district's needs. These weights are combined with a set of policies to help the district strike a balance between equity and stability. With Site-Based Budgeting, school leaders then use their budget to determine the number and mix of staff and other resources to match school needs and priorities.

Ms. Phillips also shared the proposed monthly schedule for school site council trainings and implementation of the site-based budgeting process.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 8.I through 8.VIII as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED**

**8.VI. Report On Motions**

Superintendent Boyd provided the Committee with an updated report on the status of outstanding motions and asked the Committee if they had any concerns or questions.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 8.I through 8.VIII as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED**

**8.VII. List of Eligible Teachers**

The List of Eligible Teachers officially informs the Committee of all eligible teachers by subject and grade.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 8.I through 8.VIII as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED**

**8.VIII. Personnel Report**

The Personnel Report officially informs the Committee of all retirements, resignations, promotions and new hires.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 8.I through 8.VIII as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED**

**9. <u>NEW BUSINESS</u>**

**9.I. Revision of School Assignment Policy File: JCA**

Ms. Phillips, Chief Equity and Engagement Officer explained all of the revisions in the School Assignment Policy to the Committee.

**Mr. Hoey made a motion to approve the revisions to the School Assignment Policy File: JCA; seconded by Mr. Descoteaux. 7 yeas APPROVED**

**9.II. Budget Transfer**

| **Department:** | **SCHOOLS** | | | | |
|---|---|---|---|---|---|
| | | | | | |
| **TRANSFER TO:** | | | | | |
| **Account #** | | | | **Description** | **Amount** |
| **Org.** | **Object** | **Project** | **DESE Function** | | |
| | | | | | |
| 94010105 | 512111 | | **3520** | Reilly - Student Activities | $ 3,000.00 |
| 99341230 | 512152 | | **1400** | HR Relations Assistant | $ 4,300.32 |
| 99347103 | 512906 | | **4000** | Director of Operations/Maintenance | $ 5,449.92 |
| 99341218 | 530103 | | **1400** | Legal - Settlements | $ 12,300.00 |
| 99310006 | 575268 | | **5300** | Modular Classroom Rental | $ 2,000.00 |
| 99341504 | 530000 | | **3100** | Professional Services | $ 50,000.00 |
| | | | | | |
| | | | | **TOTAL** | $ 77,050.24 |
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| **TRANSFER FROM:** | | | | | |
| **Account #** | | | | **Description** | |
| **Org.** | **Object** | **Project** | **DESE Function** | | |
| | | | | | |
| 91810103 | 512903 | | **2300** | Pyne Arts Elementary Teacher | $ 25,050.24 |
| 99347106 | 530002 | | **4000** | Maintenance - Contracted Svcs. | $ 2,000.00 |
| 99328105 | 530002 | | **3300** | Contracted Services | $ 50,000.00 |
| | | | | | |
| | | | | **TOTAL** | $ 77,050.24 |

**Reason for Transfer: Adjustment to expend the budget.**

**Ms. Martin made a motion to approve the budget transfer of $77,050.24; seconded by Ms. Doherty. 7 yeas APPROVED**

**9.III. Permission to Post: Bilingual Family Liaison – Lead**

**Mr. Descoteaux made a motion to post the Bilingual Family Liaison – Lead; seconded by Ms. Clark. 7 yeas APPROVED**

**9.IV. Permission to Post: Special Education Family Advocate**

**Mr. Descoteaux made a motion to post the Special Education Family Advocate; seconded by Ms. Doherty. 7 yeas APPROVED**

**9.V. Vote to Accept Donation Of $2,500 From Smith Purdon Foundation.**

The Bridge Program was notified that they received a $2,500 grant from the Smith Purdon Foundation. The funds will be used for Electives Programming, Ropes Course, and an Anti-Bully Conference.

**Ms. Doherty made a motion to accept and approve a donation of $2,500 from the Smith Purdon Foundation; seconded by Mr. Descoteaux. 7 yeas APPROVED**

**9.VI. Permission to Post: Assistant TV Production Staff (Part-Time)**

The Assistant TV Production Staff (Part-Time) will report to the Head of School and with receive a salary of $8,000 per school year, grant-funded.

**Ms. Doherty made a motion to post the Assistant TV Production Staff (Part-Time); seconded by Mr. Dillon. 7 yeas APPROVED**

**9.VII. Establishment of Subcommittees**

**Mr. Hoey made a motion to approve the Establishment of Subcommittees; seconded by Ms. Clark. 7 yeas APPROVED**

**10. <u>CONVENTION/CONFERENCE REQUESTS</u>**

**10.I. In State Overnight Travel Request:** Permission for Melissa Newell, Coordinator of Language Arts & Literacy K-12, to attend the MRA (Massachusetts Reading Association's) Annual Reading Conference in Quincy, MA on April 1st and 2nd 2020. The cost to attend the workshop of $380.00, the cost of the hotel of $350.00 for 2 nights, mileage and meals on the amount of $150 will be paid by Title 1 funding. No substitute is needed.

**Ms. Doherty made a motion to take and approve all three (3) convention/conference requests together; seconded Mr. Descoteaux. 7 yeas APPROVED**

**10.II. Out of Country and Overnight Travel Request:** LHS Permission for up to thirty [30] students and five [5] chaperones, Wayne Taylor, Thomas Thornton, Michelle Callahan, Jill Taylor and John Mellonakas, all Lowell High staff to travel to Belize during the February school vacation 2020. Students will miss one day of school, Friday, February 12, 2020 and four [4] substitutes will be needed for one day. The cost of the substitutes in the amount of $440 will be paid by LHS individual school budget. Each student traveling will incur the total cost of between of $3,225 and $3,525.

**Ms. Doherty made a motion to take and approve all three (3) convention/conference requests together; seconded Mr. Descoteaux. 7 yeas APPROVED**

**10.III. Out Of Country and Overnight Travel Request:** LHS Permission for Susan Brassard and two additional non-teacher adult chaperones Cassandra Johnson, Brianna Heughins and a group of eighteen [18] LHS students to travel on an international trip named Cuisine & Culture of Southern Italy during the February school vacation of 2021. Each student traveling will incur the total cost of $3,709. No Substitute teacher needed.

**Ms. Doherty made a motion to take and approve all three (3) convention/conference requests together; seconded Mr. Descoteaux. 7 yeas APPROVED**

**11. <u>ADJOURNMENT</u>**

**Ms. Doherty made a motion to adjourn at 9:03 p.m.; seconded by Ms. Martin. 7 yeas APPROVED**

**Respectfully submitted,**

**Joel D. Boyd, Ed.D., Superintendent and**
**Secretary to the Lowell School Committee**

**JDB/mes**

LOWELL PUBLIC SCHOOLS

Office of Finance and Operations
155 Merrimack Street
Lowell, MA 01852

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E-mail:bturner@lowell.k12.ma.us

# PERMISSION TO ENTER

To: Dr. Joel Boyd, Superintendent of Schools

From: Billie Jo Turner, Assistant Superintendent for Finance and Business

Date: January 31, 2020

Subject: Permission to Enter – February 5, 2020 School Committee Meeting

**GREAT MINDS, LLC** **$ 9,000.00**
55 M Street S.E., Suite 340
Washington, DC 20003

To *amend* the existing contract to purchase student workbooks, teacher books and Digital Suite on-line access for the Common Core Standards for Mathematics for grades K-8

Funding provided by the School Department Budget: Supplies & Textbooks

**WATERMARK** **$ 6,470.00**
175 Cabot Street
Lowell, MA 01854

To provide installation of secondary handrails in stairwells at the Bailey School.

Funding provided by the School Department Budget: Capitol Equipment and Replacement

# SUBCOMMITTEES OF THE LOWELL SCHOOL COMMITTEE
## Appointed by Mayor

### SCHOOL IMPROVEMENT & PERFORMANCE MANAGEMENT

Policy Oversight:

- School Turnaround
- Program Expansion and Consolidation
- School Accountability
- Program Research and Evaluation
- School Climate

Chairperson, **Connie Martin**
Member, **Mike Dillon, Jr.**
Member, **Andre Descoteaux**
*Dr. Linus Guillory, Adm. Representative*

### CURRICULUM & INSTRUCTION

Policy Oversight:

- Curriculum Frameworks and Materials
- Professional Development
- Social Emotional Learning
- Special Education
- Services for English Language Learners
- Technology and Digital Learning
- Extended Learning and Enrichment

Chairperson, **Connie Martin**
Member, **Hilary Clark**
Member, **Jacqueline Doherty**
*Ms. Robin Desmond, Adm. Representative*

### COLLEGE & CAREER READINESS

Policy Oversight:

- Secondary School Redesign
- Alternative Programming
- High School Pathways
- College and Business Partnerships
- Guidance Counseling

Chairperson, **Andre Descoteaux**
Member, **Hilary Clark**
Member, **Jacqueline Doherty**
*Dr. Linus Guillory, Adm. Representative*

### EQUITY & ACCESS

Policy Oversight:

- Culturally and Linguistically Sustaining Practices
- Student Enrollment and School Assignment
- Translation Services
- Homeless Student Services
- Anti-Bias Training
- Student Impact Audits and Analyses

Chairperson, **Jacqueline Doherty**
Member, **Robert Hoey**
Member, **Hilary Clark**
*Ms. Latifah Phillips, Adm. Representative*

### ARTS & ATHLETICS

Policy Oversight:

- Elem and Secondary Performing Arts
- Elem and Secondary Visual Arts
- Middle and HS Interscholastic Sports
- Intramural Sports

Chairperson, **Mike Dillon, Jr.**
Member, **Robert Hoey**
Member, **Jacqueline Doherty**
*Ms. Robin Desmond, Adm. Representative*

### HUMAN RESOURCES & LABOR RELATIONS

Policy Oversight:

- Staff Recruitment, Hiring and Retention
- Collective Bargaining
- Non-Affiliated Personnel Contracts

Chairperson, **Hilary Clark**
Member, **Connie Martin**
Member, **Andre Descoteaux**
*Dr. James Hall, Adm. Representative*

## SUBCOMMITTEES OF THE LOWELL SCHOOL COMMITTEE
## Appointed by Mayor

### FACILITIES & TRANSPORTATION

Policy Oversight:

- Building Construction and Maintenance
- Student Bussing
- Facility Use
- Building Security
- Emergency Management

Chairperson, **Robert Hoey**
Member, **Mike Dillon, Jr.**
Member, **Andre Descoteaux**
*Dr. James Hall Adm. Representative*

### FINANCE

Policy Oversight:

- Budget
- Payroll
- Procurement
- Fiscal Auditing

Chairperson, **Andre Descoteaux**
Member, **Connie Martin**
Member, **Robert Hoey**
*Billie Jo Turner, Adm. Representative*

### FAMILY & COMMUNITY ENGAGEMENT

Policy Oversight:

- Community Partnerships
- School and District Calendar
- Community Outreach
- District Events

Chairperson, **Hilary Clark**
Member, **Robert Hoey**
Member, **Andre Descoteaux**
*Ms. Latifah Phillips, Adm. Representative*

### POLICY & GOVERNANCE

Policy Oversight:

- Strategic Planning
- Inter-governmental Affairs
- Legislative Agenda Setting
- Local Board Appointments

Chairperson, **Jacqueline Doherty**
Member, **Connie Martin**
Member, **Mike Dillon, Jr.**
*Ms. Latifah Phillips, Adm. Representative*

# Special Education Department Mid-Year Update

Michael Lovato Director of Special Education

Lowell Public Schools

February 5, 2020

# 2019-2020 Special Education Departmental Goals:

I. Improve educational outcomes for students
   - Develop partnership with Office of Teaching and Learning to best support students' needs
   - Increase student achievement
   - Develop Consistent Teacher Assistance Team (TAT) Process

II. Provide professional development and supports for teachers, staff, building administrators, community partners and families

III. Improve CORE evaluations

IV. Review and evaluate current support systems

V. Reduce student suspensions

VI. Streamline department data systems

# Improved Student Outcomes
# Middle School Adjustment Programs

- Improve Academic Rigor & Engagement
  - Implementation of iREADY Toolbox for Middle Schools & the Laura Lee
    - Math
    - Language Arts
      - Includes baseline assessments
      - Progress monitoring & instruction
      - Whole group & individual lesson plan development
  - Provided eight hour training
    - Instructional Specialists and Math Coaches invited so they can provide additional coaching and support
  - Scheduled follow-up pending

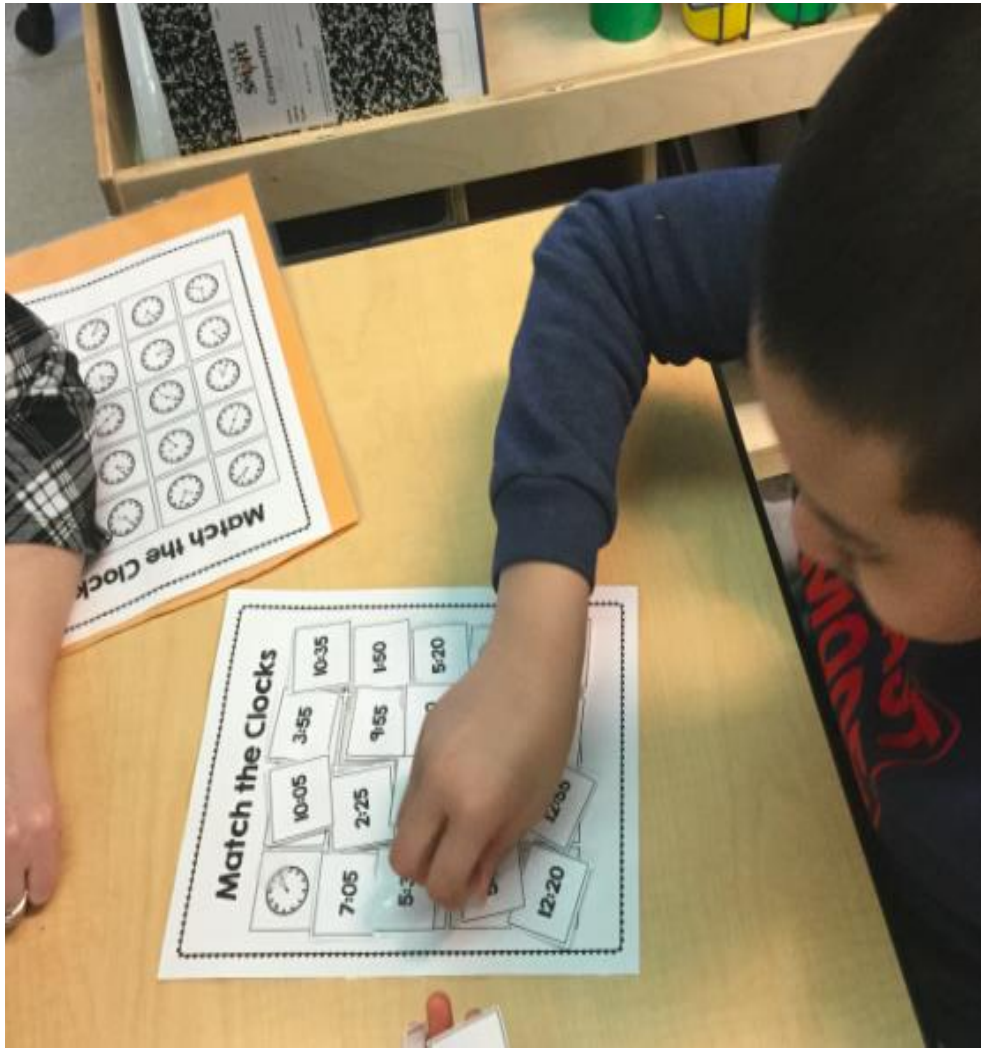
- B2EST Program for Middle School Adjustment Programs
  - Building consistency across district:
    - Effective behavior management system
      - Focus on skill development to successfully transition into general education classroom setting
      - Individual goals
      - Level System
      - Classroom Behavioral Plans: Incentives
    - Effective classroom management
      - Routines

# Improved Student Outcomes
# Social Emotional Learning Classrooms

- Reduced enrollment in adjustment sub-separate programs in elementary and middle schools
  - Teacher supports provided
  - Administration awareness
  - Special education team supports
- Placement in sub-separate schools

# Improved Student Outcomes
# Continuous Supervision Protocol

- Teams must have a goal in the IEP to address:
  - Paraprofessional support role
  - Paraprofessional responsibility
  - Intervention implementation
  - Skills needed to allow student independence
  - Skills needed for successful post-secondary transition



# Improved Student Outcomes
# Out of District Placements

- Reduction of total students leaving our district to allow for greater inclusion
- Reduction of LPS referrals through increased district  supports and interventions
- Continued partnership with Department of Children and Families to ensure students are educated in Lowell

# Staff Professional Development & Support

- 10/9/2019 LAP-D Training
- 10/18/2019 WIAT
- 11/8/2019 Teacher training on the Woodcock Johnson Achievement Test
- 12/3/2019 & 12/9/2019 - Project Learn
- Website developed for teachers/support staff
  - https://sites.google.com/lowell.k12.ma.us/lpsdspedresources/home?authuser=0
- Individual Educational Plan compliance
- Restraint (CPI) training

- iREADY Toolbox
  - Sub-separate teachers & Laura Lee
- Medicaid billing
  - January 3rd – administrators
  - January 16th and 17th
    - All related service staff
- Manifestation determination
- Teacher Assistance Team (TAT) support
- MCAS Alt. with DESE
  - February 5th

# Staff Professional Development & Support

- Training for Social Workers on FBA/BIP Implementation
  - To include site based social workers
- Developing templates to support FBA/BIP
  - Support staff in ensuring all components are completed
  - Forms will be uploaded in EASY IEP
  - Forms available for regular education staff
    - Promote early tiered supports through the Teacher Assistance Team (TAT)

# Supports for Families

- Special Education Family Advocate
  - Collaborative partner with parents and SPED PAC
- Training
  - April 2, 2020 – staff to provide a presentation around referrals, meetings, and the plan development process and procedural safeguards
- LHS Transition Planning Fair

# Supports for Community Partners

- Training for School Resource Officers
  - Training date March 11, 2020
  - Low incidence disability identification
  - Best practices

# Improved CORE Evaluations

- Educational designations of Autism and the identification of attention deficits
  - Helps ensure services to students
  - Allows for earlier identification and intervention for all students
    - Disability identification
  - Reduces the reliance on outside medical providers to access educational services.
  - Potentially increases access to accommodation plans. If a student does not qualify for an IEP, students may access 504 plans due to the identified disability. For example, a 504 plan for identified attention deficits
  - Students were previously identified under other categories, such as Developmental Delay & Communication
    - Using more specific designations can help teachers and administrators more fully understand the student needs.

# Improved CORE Evaluations

- Re-Evaluations
  - Sub-committee-exploring REED option
  - Intent is to reduce the amount of achievement testing & increase time on learning
- Social Worker Evaluations
  - Piloting evaluations to identify any undeveloped skills impacting students access to academics
  - Allows social worker to provide more targeted support and progress monitor skills development

# Current Projects for Department

- Multi-Tiered System of Support Planning Institute
- Evaluation of data systems
- Continued support for principals with special education discipline
- Monitoring of out of district placements and least restrictive placements
- Reading/Dyslexia Committee

# Future Goals

- Continued collaboration with the Office of Teaching and Learning
- Continued improvements with data systems
- Continued professional development for staff
  - CPI
  - Restraint
  - Suspensions
  - Manifestation training
- Continued improvements to partnerships with parents, community and state
- Review of sub separate programs
- Review of day school programs
- Review of Special Education Transportation

# Renaissance Network – Update

Equity. Excellence. Empowerment.
February 5, 2020

# Renaissance Network

- The *Renaissance Network* is a support structure for our under-performing schools.
- Schools receive differentiated services and supports to address achievement and performance gaps.
- Schools are assigned to the network based on DESE accountability percentiles.

# Renaissance Network

| | ACADEMICS | | | | |
|---|---|---|---|---|---|
| | Progress Towards Improvement | | Accountability Percentile | | |
| | 2018 | 2019 | 2017 | 2018 | 2019 |
| Bartlett | 63 | 57 | -- | 9 | 9 |
| Butler | 37 | 59 | -- | 6 | 10 |
| Greenhalge | 69 | 40 | -- | 10 | 13 |
| Lowell High | 31 | 27 | 13 | 13 | 12 |
| Robinson | 27 | 21 | -- | 3 | 2 |
| Stoklosa | 53 | 67 | -- | 12 | 17 |
| Sullivan | 28 | 25 | -- | 6 | 3 |

# Instructional Rounds

- Launched in November
- Renaissance Schools
  - *Bartlett*
  - *Butler*
  - *Greenhalge*
  - *Lowell High*
  - *Robinson*
  - *Stoklosa*
  - *Sullivan*
- 182 classroom visits
- Team:
  - CO/School, LSAA/UTL
  - Math Coach, Teachers/Leads, Principal, AP, Instructional Coach, Literacy Specialist

**Teacher Quotes:**

***"As a teacher, I've often wondered what happens in these meetings. This was a helpful and valuable experience."***

***"I have gained valuable insight on how to improve my practice. It is helpful for me to see the work of my colleagues."***

# We are making progress

- Rubric based feedback
  - Sustaining
  - Providing
  - Developing
  - *Not observed*
- Indicator examples:
  - *Classroom climate*
  - *Content objectives*
  - *Learning time*
- Building the practice
  - Peer observations
  - School-wide utilization

| | | November | January |
|---|---|---|---|
| **Organization of the Classroom: Climate** | Sustaining | 1 | 10 |
| | Providing | 47 | 46 |
| | Developing | 32 | 12 |
| **Organization of the Classroom: Learning Objectives** | Sustaining | 1 | 4 |
| | Providing | 35 | 37 |
| | Developing | 46 | 25 |
| **Organization of the Classroom: Learning Time** | Sustaining | 5 | 10 |
| | Providing | 29 | 41 |
| | Developing | 42 | 21 |

# What's next? *Investing in our future*

Directing intensive resources through five guiding pillars of support:

- **Improving academics**
- **Strategic Intervention**
- **Non-instructional supports**
- **Extended learning**
- **Engaging families**

Improving academics

- *Instructional rounds*

Strategic Intervention

- *Greenhagle pilot program*

Non-instructional supports

- *School Climate Manager*

Extended learning

Engaging families

## Lowell Public Schools

# REPORT ON STATUS OF OUTSTANDING MOTIONS

*Report on Motions: February 5, 2020*

### ON-GOING REPORTS

| |
|---|
| Lowell High School Advisory: October 2nd, December 18th, March 18th, May 20th, |
| Recognize Retirees: Every June |
| Annual Report on Textbook Purchases: Every August |

### OFFICE OF THE SUPERINTENDENT

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| 1. SUPT | | | | |

# REPORT ON STATUS OF OUTSTANDING MOTIONS

## OFFICE OF EDUCATIONAL EQUITY & COMMUNITY EMPOWERMENT - CHIEF EQUITY & ENGAGEMENT OFFICER

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| 1. CEEO | 08/21/19 | *Revise Policy School Visits, Social Media & Fundraising*<br>[by Gerard Nutter]: Request policy subcommittee meet with the administration before the two October School committee meetings to review/revise policy on school committee visits, social media, fundraising. | Legislative Affairs | Will be raised for discussion at one of the upcoming Policy Subcommittee meetings that will be held per the availability of the Policy Subcommittee members |
| 2. CEEO | 09/04/19 | *Review School Assignment Policy*<br>[by Mayor William Samaras and Gerard Nutter]: Administration to review the JCA - School Assignment Policy and provide recommendations especially with regard to siblings and the importance of family along with the student living within the school neighborhood street directory criteria. | Welcome Services/FRC | Discussed at the Policy Subcommittee meeting on December 9, 2019 and a revised policy will be presented at the January15, 2020 School Committee meeting. |
| 3. CEEO | 09/18/19 | *District Wide Recess Policy*<br>[by Gerard Nutter And Andy Descoteaux ]: Administration compile a report on the implementation of District Wide Recess Policy to see how it is being followed and consider partnering with Lowell Education Justice Alliance to form a task force for further review and recommendations on recess being taken away as punishment. | Office of Equity & Engagement | Will be discussed further at one of the upcoming Policy Subcommittee meetings that will be held per the availability of the Policy Subcommittee members |
| 4. CEEO | 10/02/19 | *Training Program for School Site Council*<br>[by Jackie Doherty]: Request the Superintendent collaborates with the Citywide Family Council to develop and implement a training/educational program for School Site Council members in preparation for school-based budgeting in Spring 2020. | Office of Equity & Engagement | School Site Council Memo<br>Click link for memo |

# REPORT ON STATUS OF OUTSTANDING MOTIONS

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| | | | | |
| 5. CEEO | 11/06/19 | *Support Citywide Family Council*<br>[by Jackie Doherty]: Request the Superintendent provide the committee with a plan to support the Citywide Family Council efforts to engage parents that includes regular access to school leadership, designated school contacts, assistance in promoting CFC events directly to families, school site councils, advisory councils, and parent-teacher organizations, as well as other suggestions to collaborate with CFC in support of family-school engagement. | Office of Equity & Engagement | Chief Equity& Engagement Officer met with members of the Citywide Family Council Leadership Committee on November 12, 2019 and began discussions about next steps and will provide a report of progress to the Committee at the January 15, 2020 School Committee meeting. |
| 6. CEEO | 11/20/19 | *Adult Education Graduation Rate*<br>[by Gerard Nutter]: Request Superintendent provides a report on how many Lowell Parents / Adults were enrolled in Adult Education for the last 3 years, how many out of City adults are we educating? Graduation rate of both. | Adult Education Center | Requested information will be provided in a report at the December 18th School Committee meeting. |

## OFFICE OF TEACHING & LEARNING - CHIEF OF SCHOOLS

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| 1. CSO | | | | |

# REPORT ON STATUS OF OUTSTANDING MOTIONS

# REPORT ON STATUS OF OUTSTANDING MOTIONS

## OFFICE OF TEACHING & LEARNING – CHIEF OF ACADEMICS

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| 1. CAO | 10/16/19 | *Learning a Trade at LHS*<br>[by Dominik Lay]: Ask the Superintendent to develop a partnership with the Greater Lowell Technical School to afford students to learn a trade while attending Lowell High School. | Office of Teaching and Learning Chief Academic Officer | Report will be prepared once grant notification from the DESE is received. |
| 2. CAO | 10/16/19 | *Community Service Requirement*<br>[by Gerard Nutter]: Request LHS Sub-Committee meet to discuss possibility of adding a Community Service Requirement for all grades to count towards Graduation. | LHS Head of Schools | Taskforce will be created to look at the feasibility |
| 3. CAO | 12/18/19 | *Update on Bullying Policies*<br>[by Andy Descoteaux]: Request the Superintendent to update us on any new policies going forward on bullying. | Office of Teaching & Learning | Referred to Policy Subcommittee |

## OFFICE OF FINANCE & OPERATIONS – CHIEF FINANCIAL OFFICER

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| 1. CFO | 11/06/19 | *PEG Funding*<br>[by Gerard Nutter And Andy Descoteaux]: Request School Committee vote to direct ALL PEG funding be used to update TV Studio Equipment and NOT on Personal salaries. | In Progress<br>Dec 2019 | Report is in progress/draft |
| 2. CFO | 11/06/19 | *Status of C.E.P. Program*<br>[by Gerard Nutter]: Request Update from Administration on status of C.E.P. program | Draft<br>11/15/19 | Draft Memo<br>Click link for memo |

# REPORT ON STATUS OF OUTSTANDING MOTIONS

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| | | (Community Eligibility Provision) specifically if Gov't funding will continue/possible cuts and date when we have to reapply. | | Waiting for DESE response |

# REPORT ON STATUS OF OUTSTANDING MOTIONS

## OFFICE OF FINANCE & OPERATIONS- CHIEF OPERATING OFFICER

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| 1. COO | 11/06/19 | *Collegiate Charter School Hours*<br>[by Gerard Nutter]: Request Update from Administration on plans to alleviate additional transportation cost caused by the change in hours at the Collegiate Charter School of Lowell. | Ongoing Transportation John Descoteaux | Transportation is in contact with CCS to addressing any proposed changes |
| 2. COO | 11/06/19 | *MSBA School Repairs Update*<br>[by Andy Descoteaux]: Request the Superintendent provides the Committee with an update on the process of MSBA school repairs. | Ongoing Facilities | Meetings occurred @ MSBA on 11/06/19 coordination with City is ongoing |
| 3. COO | 12/18/19 | *Staff Evaluations*<br>[by Jackie Doherty]: Request the Superintendent provide the committee with a report on the staffing positions (and number of employees impacted) that were not evaluated or only partially evaluated during the 2018-2019 academic year and the reasons, if known, why those evaluations were not completed. The report also should include whether any positions are not scheduled to be evaluated during the current academic year, and if so, what plans are in place to remedy any challenges going forward. | Ongoing<br>Human Resources | Will be Presented<br>02/05/20 |
| 4. COO | 01/15/20 | *Status on outdoor play spaces*<br>Request the Superintendent provide the committee with follow-up information to the report generated from my April 2018 motion regarding status of outdoor play spaces. The updated report should include information on newly added | Facilities | Will be presented<br>02/05/20 |

# REPORT ON STATUS OF OUTSTANDING MOTIONS

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| | | playgrounds as well as outline plans/timeline to ensure every elementary and middle school has access to safe, age-appropriate outdoor play areas, including collaborating with the City to target for extra oversight those citymanaged parks that are the only outdoor play space for certain schools. | | |
| 5. COO | 01/15/20 | *Pledge of Allegiance*<br>Request the Superintendent provide the committee with a report on the District's compliance with Chapter 71, Section 69. Are flags provided and properly displayed in compliance with the law, and is each teacher in the District leading the class in a group recitation of the "Pledge of Allegiance to the Flag?" | COO | Will be presented 02/19/20 |

## CITY COUNCIL MOTIONS

| LEAD | DATE OF MOTION | MOTION | DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE | STATUS |
|---|---|---|---|---|
| 2. CSO | | | | |

*LOWELL PUBLIC SCHOOLS*
*Henry J. Mroz Administration Office*
*155 Merrimack Street*
*Lowell, Massachusetts 01852*

*Billie Jo Turner*
*Assistant Superintendent of Finance and Operations*

*Tel: (978) 674-4325*
*Fax: (978) 937-7620*
*E-Mail: bturner@lowell.k12.ma.us*

TO: Joel Boyd, Ed. D., Superintendent of Schools

FROM: Billie Jo Turner, Assistant Superintendent of Finance and Operations

DATE: January 31, 2020

RE: Budget Transfer

Motion to transfer the budget in the amount of $27,734.68 per the attached sheet labeled "Budget Transfer Form".

# Budget Transfer Form

| Department: | SCHOOLS | | | | |
|---|---|---|---|---|---|
| | | | | | |
| TRANSFER TO: | | | | | |
| Account # | | | | Description | Amount |
| Org. | Object | Project | DESE Function | | |
| | | | | | |
| 98310624 | 541000 | | **2450** | Bartlett SA - Technology Exp | $ 3,000.00 |
| 98310612 | 544400 | | **2300** | Bartlett SA - General Supplies | $ 1,500.00 |
| 99031006 | 530002 | | **3500** | LHS Athletics - Cont Svc | $ 545.00 |
| 96037070 | 530002 | | **2350** | Stoklosa SA - Prof Dev | $ 306.00 |
| 99037050 | 530002 | | **2350** | LHS SA - Prof Dev | $ 4,000.00 |
| 99010718 | 524006 | | **2300** | LHS - Rental of Buildings | $ 7,035.00 |
| 90237002 | 530002 | | **2350** | Bailey SA - Prof Dev | $ 2,671.68 |
| 92010112 | 544400 | | **2300** | Lincoln SA - General Supplies | $ 5,295.00 |
| 95410112 | 544400 | | **2300** | LDS SA - General Supplies | $ 3,382.00 |
| | | | | | |
| | | | | **TOTAL** | $ 27,734.68 |
| | | | | | |
| TRANSFER FROM: | | | | | |
| Account # | | | | Description | Amount |
| Org. | Object | Project | DESE Function | | |
| | | | | | |
| 98337030 | 530002 | | **2350** | Bartlett SA - Prof Dev | $ 4,500.00 |
| 99030502 | 524006 | | **3520** | LHS Athletics - Rental | $ 545.00 |
| 96041104 | 530002 | | **2200** | Stoklosa SA - Contracted Svc | $ 306.00 |
| 99037006 | 512903 | | **2300** | LHS Lead Teacher Stipend | $ 4,000.00 |
| 99341221 | 544400 | | **1400** | LHS Data Processing Supplies | $ 6,035.00 |
| 99035009 | 544400 | | **2700** | LHS Guidance Supplies | $ 1,000.00 |
| 90210112 | 544400 | | **2300** | Bailey SA - General Supplies | $ 2,671.68 |
| 92041106 | 530002 | | **2200** | Lincoln Other Exp | $ 3,500.00 |
| 92037030 | 530002 | | **2350** | Lincoln SA - Prof Dev | $ 1,795.00 |
| 95437054 | 530002 | | **2350** | LDS SA - Prof Dev | $ 3,382.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | **TOTAL** | $ 27,734.68 |

**Reason for Transfer:**
Adjustments to expend the budget

Billie Jo Turner
**Department Signature**

Jaclyn Kelleher-Roy
**Prepared by**

1/30/2020
**Date**

LOWELL PUBLIC SCHOOLS

**Chief Operating Officer**
**155 Merrimack Street**
**Lowell, Massachusetts 01852**

*Phone:* (978) 674-2019
*Fax:* (978) 937-7620
*E-mail:* jhall@lowell.k12.ma.us

# Permission to Post

To: Dr. Joel Boyd, Superintendent of Schools
From: Dr. James P. Hall, Chief Operating Officer
Date: January 29, 2020
Re: Career & Innovation Pathways Specialist (grant funded)

---

I have enclosed a job description for Career & Innovation Pathways Specialist (grant-funded). The job description was produced by the Chief Academic Officer and routed for review and comment to the leadership of both LSAA and UTL.

The Career and Innovation Pathways Specialist is responsible for working with LHS' Turnaround Plan in supporting, guiding, and assisting Career and Innovation Pathways students. This person will guide and collaborate with school personnel/teams to align and implement the MyCAP program, in accordance with the Massachusetts Department of Elementary and Secondary Education and related career readiness goals of LHS. When possible, the Career and Innovation Pathways Specialist will implement MyCAP lessons with Career and Innovation Pathways students. This person will work with all departments at LHS to further support mission of the School Counseling Department by developing a student-directed, multi-year planning system to personalize student learning with a focus on career development and career readiness post-graduation. This will deepen students' understanding of the correlation between their future goals and their current behaviors and actions. This person will focus on recruitment and retention in the Innovations Pathway program and work with college and career counselors, school counselors, social workers, teachers, and data processing to ensure deliverable goals are met.

LOWELL PUBLIC SCHOOLS
LOWELL, MASSACHUSETTS

# Career & Innovation Pathways Specialist

**QUALIFICATIONS;**

- Bachelor's Degree in Education or related field required;
- Experience in coordinating post-graduation student plans;
- Minimum of two (2) years of experience in the field of education, college advising and admission, school counseling, or a related field in a school setting is preferred;
- Demonstrated experience working with a diverse population or community and strong cross-cultural skills;
- Ability to work with youth and deliver services in an individual, small group, and large group setting;
- Strong skills in presentation, designing, planning, implementing, and monitoring projects/programs; excellent oral and written communication skills required;
- Experience with grant management, grant reporting, budgetary development, project management and implementation;
- Ability to use technology for data collection and analysis, scheduling, program monitoring, and communication;
- Availability and flexibility to work on activities such as recruitment, fairs, and etc. as assigned by supervisor.
- Bilingual preferred.

**PERFORMANCE RESPONSIBILITIES:**

The Career and Innovation Pathways Specialist is responsible for working with LHS' Turnaround Plan in supporting, guiding, and assisting Career and Innovation Pathways students. This person will guide and collaborate with school personnel/teams to align and implement the MyCAP program, in accordance with the Massachusetts Department of Elementary and Secondary Education and related career readiness goals of LHS. When possible, the Career and Innovation Pathways Specialist will implement MyCAP lessons with Career and Innovation Pathways students. This person will work with all departments at LHS to further support mission of the School Counseling Department by developing a student-directed, multi-year planning system to personalize student learning with a focus on career development and career readiness post-graduation. This will deepen students' understanding of the correlation between their future goals and their current behaviors and actions. This person will focus on recruitment and retention in the Innovations Pathway program and work with college and career counselors, school counselors, social workers, teachers, and data processing to ensure deliverable goals are met.

**Specific Responsibilities**:

1. Recruit, admit, and advise students interested in Career and Innovation Pathways;
2. Track student progress and engage in collaborative work to assist students in the Career and Innovation Pathways programs;
3. Help oversee all grant administration and Innovation Pathways deliverables;

4. Effectively communicate with all constituents involved with Career and Innovation Pathways including students, teachers, counselors, families, and etc.;
5. Collaborate with guidance counselors to identify supports that may be needed (i.e. tutoring, bi-lingual/bi-cultural services, etc.) to help ensure that students are on track to meet graduation requirements;
6. Assist students in selecting courses for next school year;
7. Review post-secondary options and career goals with students;
8. Work collaboratively with guidance counselors and students in Career and Innovation Pathways programs;
9. Work with senior Pathway students on Pathway showcase to promote program to underclassmen;
10. Explore Precision Exam (Career and Technical Education Certification) integration into the Pathways Program for industry/field credentials utilizing Perkins standards with help from teachers;
11. Create and manage internships annually, for 40-50 rising seniors at 100 hrs. each, for second year of Career and Innovation Pathways Programs.
12. Work closely with all participating organizations to develop relationships and secure internship opportunities for LHS students.

| | |
|---|---|
| **REPORTS TO:** | Coordinator of Student Support Services, Lowell High School and the Chief Academic Office |
| **SALARY RANGE:** | $65,000-75,000 (grant funded) |
| **WORK YEAR:** | Non-Affiliated 12 Month position 260 Days Monday through Friday 8am-4pm. |

**LOWELL PUBLIC SCHOOLS**
Henry J. Mroz Central Administration Offices
155 Merrimack Street
Lowell, MA 01852

Joel D. Boyd, Ed.D
Superintendent

Tel: 978-674-4324
Fax: 978-937-7609
E-Mail: jhall@lowell.k12.ma.us

To: Dr. Joel Boyd, Superintendent of Schools
From: Dr. James Hall, Chief Operating Officer
Date: January 29, 2020

On January 24, 2020, the minimum hourly wage in Massachusetts increased to $12.75 per hour. According to the Department of Labor Standards ("Applicability of M.G.L.c 151 to Town Employees"), Legislative intent excludes state employees from the Commonwealth's minimum wage which extends to employees of municipalities as well (see enclosure – attached to March 1, 2019 memo).

It is important that we continue to provide competitive wages to our cafeteria staff in order to attract the quality employees needed to keep our food and nutrition commitment to our students at LPS. Thus, I request the following vote of the School Committee:

> "To increase the call-in cafeteria employees' rate from $12.00 per hour to $13.00 per hour retroactive to January 1, 2020."

This increase shall help us remain competitive with similar positions in the area both in the public sector and private sector. Since the start of the school year, there have been 3,100 call-in hours used at the $12.00 per hour rate. For the remaining of the school year, we project based on our year-to-date trend that we will use an additional 2836 hours of call-in cafe workers. The recommended increase to $13.00 per hour would impact the food service budget by an additional $3,080.00.

# Minimum Wage Increase-Cafe Workers

To: School Committee
From: Billie Jo Turner, Assistant Superintendent
Re: Minimum Wage Increase for Cafe Workers
Date: January 27, 2020

---

On January 24, 2020, the minimum wage in Massachusetts increased to $12/hour. According to the Department of Labor Standards ("Applicability of M.G.L.c. 151 to Town Employees"), legislative intent excludes state employees from the state's minimum wage statute which extends to employees of municipalities as well. Connor Baldwin, the city CFO, stated that though we are not required to do so we could "affirmatively elect to increase the wages."

We need the School Committee's vote to increase our minimum wage employees to the $12 state approved rate.

Minimum Wage Opinion Letter 01/24/2020 - **Applicability of M.G.L.c. 151 to Town Employees**

January 27, 2020

Your letter to the Attorney General's Office regarding the applicability of the state minimum wage law to town employees has been forwarded to this office. While the Attorney General's Office enforces the Massachusetts Minimum Fair Wage Law and Regulations, the Division of Occupational Safety is responsible for interpreting these laws.

The Massachusetts Minimum Fair Wage Law M.G.L..c. 151, §1, establishes the state minimum wage for employees in an "occupation" as defined by M.G.L..c 151, §2. Section 1 does not specifically include public employees, and neither does Section 2 in its definition of "occupation." In Grenier v.Town of Hubbardston, 7 Mass. App. Ct. 911, rescript (1979), the Massachusetts Appeals Court considered a minimum wage claim brought against the town by fire department employees. The Court held that the town did not owe the workers back wages because the "case falls within the rule that statutes regulating persons and occupations engaged in trade and industry are ordinarily construed not to apply to the Commonwealth or its political subdivisions unless the Legislature has expressly or by clear implication so provided."Id. Generally, a municipality is not subject to suit without its consent. See e.g. Bain v. City of Springfield, 424 Mass. 758, 762-763 (1997).

We note one instance where the Massachusetts Supreme Judicial Court held otherwise in a case brought under the Massachusetts Equal Pay Act (MEPA). See Jancey v. School Comm. of Everett, 421 Mass. 482 (1995), aff'd on reh'h, 427 Mass. 603 (1998). In Jancey, the SJC considered the question of whether the statutory definitions of "employee," "employer," and "employment" could be applied to a public school cafeteria worker despite the lack of any specific reference to claims brought in the public sector. The Court in that case stated that it would "not read into [the statutory definitions] an implied exclusion of public employment. If the Legislature had intended to exclude public employment, it could have done so by express language." Id. at 173. In any event, the instant case is distinguishable in that there is evidence of legislative intent to exclude municipal employees from coverage under M.G.L..c.151. By enacting M.G.L..c. 41, § 108A, the Legislature evidenced its clear intent to treat municipal employees differently, including within Section 108A the means to establish a municipal compensation plan establishing minimum and maximum wages. We note also that M.G.L..c 40, §21A gives municipalities the ability to establish hours, days, and weeks of work and leaves of absence including holiday, vacation and sick leave for all employees other than those appointed by the school committee. Overtime compensation for municipal employees is governed by M.G.L..c 149, §§33A-33C. Taken as a whole, these statutes evidence the Legislature's clear intent to establish different wage and hour rules for municipal employees and to exclude them from coverage under the state minimum wage laws which apply to private employers.[1]

I hope this information has been helpful. If I can be of any further assistance, please feel free to contact me.
Sincerely,
Lisa C. Price
Legal Counsel

---

[1] Please note that any public employers are subject to the federal minimum wage law, found in the Fair Labor Standards Act ( FLSA) and regulations promulgated thereunder. For information about applicable federal wage and hour laws, you should contact the U.S. Department of Labor. The telephone number for the Boston Office is (617) 624-6700.

=Names have been omitted

LOWELL PUBLIC SCHOOLS

**Office of Superintendent**
**155 Merrimack Street**
**Lowell, Massachusetts 01852**

*Phone:* (978) 674-4324
*Fax:* (978) 937-7609
*E-mail:* superintendent@lowell.k12.ma.us

# MSBA Application
# Daley School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Daley School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by both the governing body and the school committee of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the James S. Daley Middle School, **which has a roof that is beyond its useful working life.**

Vote No. 1 – James S. Daley Middle School

Resolved: Having convened in an open meeting on February 5th, 2020, prior to the SOI submission closing date, the School Committee of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the James S. Daley Middle School located at 150 Fleming St., Lowell, MA 01851 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing system which is past its working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

LOWELL PUBLIC SCHOOLS

**Office of Superintendent**
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# MSBA Application
# Greenhalge School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Fredrick T. Greenhalge Elementary School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Fredrick T. Greenhalge Elementary School, **which has a roof that is beyond its useful working life.**

Vote No. 2 – Fredrick T. Greenhalge Elementary School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Fredrick T. Greenhalge Elementary located at 149 Ennell St., Lowell, MA 01850 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing system which is past its working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Lincoln School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Abraham Lincoln Elementary School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Abraham Lincoln Elementary School, **which has a roof that is beyond its useful working life.**

Vote No. 3 – Abraham Lincoln Elementary School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Abraham Lincoln Elementary School located at 300 Chelmsford St., Lowell, MA 01851 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing system which is past its working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# McAuliffe School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – S. Christa McAuliffe Elementary School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the S. Christa McAuliffe Elementary School, **which has a roof that is beyond its useful working life.**

Vote No. 4 – S. Christa McAuliffe Elementary School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the S. Christa McAuliffe Elementary School located at 570 Beacon St., Lowell, MA 01850 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing system which is past its working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# STEM @ Rogers School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – STEM Academy at the Rogers School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the STEM Academy at the Rogers School, **which has a roof that is beyond its useful working life.**

Vote No. 5 – STEM Academy at the Rogers School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the STEM Academy at the Rogers School located at 43 Highland St., Lowell, MA 01852 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing system which is past its working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Pawtucketville School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Pawtucketville Memorial Elementary School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Pawtucketville Memorial Elementary School, **which has a roof and boiler beyond their useful working life.**

Vote No. 6 – Pawtucketville Memorial Elementary School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Pawtucketville Memorial Elementary School located at 425 W. Meadow Rd., Lowell, MA 01854 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing and boiler systems which are past their working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# McAvinnue School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Joseph A. McAvinnue Elementary School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Joseph A. McAvinnue Elementary School, **which has a roof and boiler beyond their useful working life.**

Vote No. 7 – Joseph A. McAvinnue Elementary School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Joseph A. McAvinnue Elementary School located at 131 Mammoth Rd., Lowell, MA 01854 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing and boiler systems which are past their working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Moody School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Moody Elementary School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Moody Elementary School, **which has a boiler that is beyond its useful working life.**

Vote No. 8 – Moody Elementary School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Moody Elementary School located at 158 Rogers St., Lowell, MA 01852 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the boiler system which is past its working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Murkland School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Charlotte M. Murkland Elementary School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Charlotte M. Murkland Elementary School, **which has roofing and boiler systems that are beyond their useful working life.**

Vote No. 9 – Charlotte M. Murkland Elementary School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Charlotte M. Murkland Elementary School located at 350 Adams Street, Lowell, MA 01854 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing and boiler systems which are past their working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Shaughnessy School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – John J. Shaughnessy Elementary School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the John J. Shaughnessy Elementary School, **which has roofing and boiler systems that are beyond their useful working life.**

Vote No. 10 – John J. Shaughnessy Elementary School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the John J. Shaughnessy Elementary School located at 1158 Gorham Street, Lowell, MA 01852 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing and boiler systems which are past their working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Butler School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Butler School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Benjamin F. Butler Middle School, **which has a roof that is beyond its useful working life.**

Vote No. 11 – Benjamin F. Butler Middle School
Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Benjamin F. Butler Middle School located at 1140 Gorham St., Lowell, MA 01852 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing system which is past its working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Robinson School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Henry J. Robinson Middle School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Henry J. Robinson Middle School, **which has a roof and boiler that are beyond their useful working life.**

Vote No. 12 – Henry J. Robinson Middle School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Henry J. Robinson Middle School located at 110 June Street, Lowell, MA 01850 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing and boiler systems which are past their working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Wang School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Dr. An Wang Middle School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Dr. An Wang Middle School, **which has a roof and boiler that are beyond their useful working life.**

Vote No. 13 – Dr. An Wang Middle School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Dr. An Wang Middle School located at 365 W. Meadow Rd., Lowell, MA 01854 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing and boiler systems which are past their working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

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# MSBA Application
# Bartlett School

To: Members of the Lowell School Committee

From: Dr. Joel Boyd, Superintendent

Date: January 31, 2020

Re: Statement of Interest – Bartlett Community Partnership School

As you are aware, the City of Lowell is in the process of preparing applications for the Massachusetts Building Authority's (MSBA) Accelerated Repair Program (ARP), which aims to ease the financial burden of repairing or replacing large building systems which have gone beyond their useful life, including roofs, boilers, windows and doors. Part of the requirement of the application is a vote by the governing body of the municipality to take a vote to support the Superintendent of Schools to submit a Statement of Interest, which serves as the starting point for a possible invitation into the program. As such, I am recommending the following vote take place with regards to the Bartlett Community Partnership School, **which has a roof and boiler that are beyond their useful working life.**

Vote No. 14 – Bartlett Community Partnership School

Resolved: Having convened in an open meeting on February 4th, 2020, prior to the SOI submission closing date, the City Council of Lowell, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 14th, 2020 for the Bartlett Community Partnership School located at 79 Wannalancit Street, Lowell, MA 01854 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority 5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; specifically pertaining to failures in the roofing and boiler systems which are past their working life; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

*Lowell Public Schools*

*Lowell High School*
*50 Fr. Morissette Blvd*
*Lowell, Massachusetts 01852-1050*

*Marianne E. Busteed*
*Head of School*

*Tel. (978) 937-8900*
*Fax (978) 937-8902*
*Email: MBusteed@lowell.k12.ma.us*

January 9, 2020

Dr. Joel Boyd
Superintendent of Lowell Public Schools
Merrimack Street
Lowell, MA 01852

Dear Dr. Boyd:

MCC Upward Bound and Upward Bound Math & Science programs (Dianne Luz) are requesting permission to take approximately 24 students to Framingham MA, from February 20-21, 2020 during the **February School Vacation.**

**Date and Location**
Students participating in Middlesex Community College's TRiO Upward Bound and Upward Bound Math & Science have the opportunity to attend TRIO Day 2018. The annual conference will be held at the Sheraton Framingham Hotel & Conference Center in Framingham, Massachusetts. The address to the hotel is" 1657 Worcester Road, Framingham, MA 01701.

**TRIO Day Schedule**
**Please See attached schedule**

**Purpose/Objective**
National TRIO Day is a day of celebration, reflection and action around increased access to higher education for disadvantaged students. Federal TRIO Programs help low-income and first-generation students enter college and earn a college degree. Each year during February vacation the New England Educational Opportunity Association hosts a 2-day conference for our TRIO students. During this time, students participate in multiple college visits, workshops, inspirational speakers and a college fair.

**Student/Staff Ratio:**
This year the TRIO Programs plan to take 24 students and 3 chaperones with 10:1 student: staff ratio. Names and contact numbers of staff are included on the LHS Field Trip Request Form.

**Transportation:**
Christianson Bus Co. 19 Boston Rd, North Billerica, MA 01862 978-453-9030

**Budget/Funding Source**

All costs are covered by the Middlesex Community College TRIO Upward Bound and Upward Bound Math Science Grants. No Sub needed .

Transportation: $600

Lodging/meals: $1705

Entry fees: $1820

Sincerely,

Marianne Busteed

Head of School

Lowell High School

*Lowell Public Schools*

*Lowell High School*
*50 Fr. Morissette Blvd*
*Lowell, Massachusetts 01852-1050*

*Marianne E. Busteed*
*Head of School*

*Tel. (978) 937-8900*
*Fax (978) 937-8902*
*Email: MBusteed@lowell.k12.ma.us*

January 8, 2019

Dr. Joel Boyd, Superintendent
Lowell Public Schools
155 Merrimack Street
Lowell, MA 01852

Re: **Netherland, Belgium, and Paris**

Dear Dr. Boyd:

I am requesting permission for Thornton Thornton and a group of Lowell High School students to travel on an international trip to Netherlands Belgium, and France during the school vacation week in February of 2021. I am anticipating up to 24 students' total. The travel arrangements are being handled by EF Tours, an organization frequently used in the planning of other international trips with Lowell High School.

The trip complies with the Massachusetts Curriculum Standards:

*Standard 1:* Culture. Students will demonstrate an understanding of the culture studied through history, literature, and the arts.

*Standard 2:* Communities. Students will use languages other than English beyond the school setting.

*Standard 3:* Demonstrate active listening skills. Listen attentively and respectfully to others. Focus attentively, make eye contact or other affirming gestures, confirm understanding and follow directions.

*Standard 4*: Analyze how German aggression in Europe and Japanese aggression in Asia contributed to the start of World War II and summarize the major battles and events of the war. On a map of the world, locate the Allied powers (Britain, France, the Soviet Union, and the United States) and Axis powers (Germany, Italy, and Japan). (H, G)

The chaperones are four Lowell Public School employees, Thomas Thornton, Donna Newcomb, Daniel Murphy, Patricia Crabtree. It will be for Friday February 12th or Monday February 15, 2021. This will be depending upon the flight scheduling, and EF Tours is aware that scheduling cannot conflict with the Thursday school schedule. No Substitute needed. **NO COST TO LOWELL PBULIC SCHOOL DEPARMENT.**

**Student Costs: Pricing Information**

- **Enrollment Fee** $95 – locks in the price for students, included in program fee.

- **Program Fee** $2,805 (this includes round-trip airfare, ground transportation, EF tour director, daily breakfast and dinner, all entrance fees and local guides; travelers will be responsible for their lunch, daily); includes Group Travel Insurance; tips. Students and chaperones will be responsibility for all cost.

Thank you in advance for your consideration and support.

Sincerely,

Marianne E. Busteed
Head of Lowell High School

*Lowell Public Schools*

*Lowell High School*
*50 Fr. Morissette Blvd*
*Lowell, Massachusetts 01852-1050*

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January 15, 2020

Dr. Joel Boyd, Superintendent
Lowell Public Schools
155 Merrimack Street
Lowell, MA 01852

Re: Counselors Visit Program

Dear Dr. Boyd:

I am requesting permission for Karyn Cassidy to attend Johns Hopkins University counselor visit program from Sunday, April 26 to Tuesday, April 28, 2020 in Baltimore, MD.

Counselor and college advisers invited to this program have been specifically nominated by members of Johns Hopkins University due to the high level of impact they have within their schools and larger counseling community. This is a selective, **all –expenses –paid opportunity** to visit the Homewood campus and gain additional tools for supporting high school student in the application and financial aid processes. There is no cost to Lowell Public School.

- **Tools for effective ways to write letters of recommendation for counselors with both large and small caseloads.**
- **Insight on how the high school profile is used to provide essential context for the admissions committee during the application review.**
- **Insider knowledge on new initiatives and holistic services to support students from their first year through graduation.**
- **An enhanced understanding of the need-based financial aid process.**
- **Professional connections with others in the field to share ideas and discuss best practices**

Thank you in advance for your consideration and support.

Sincerely,

Marianne Busteed
Head of School LHS

# *LOWELL PUBLIC SCHOOLS*

*Lowell High School*
*50 Fr. Morissette Blvd*
*Lowell, Massachusetts 01852-1050*

*Marianne Busteed*
*Head of Schools*

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January 13, 2020

Dear Dr. Joel Boyd

Mr. Lezenski is requesting permission for the Lowell High School Baseball team, under the supervision of Coach Dan Graham, to travel to an out of state athletic event, including an overnight stay during school vacation.

The Varsity Baseball is requesting permission to attend a conference game with Central Catholic H.S. in Cooperstown, New York on Sunday April 19, 2020 and Monday April 20, 2020. The National Baseball Hall of Fame, located in Cooperstown, New York allows baseball teams to apply for playing permits at historic Doubleday Field. Doubleday Field is where the "national pastime" was invented and one block from the Baseball Hall of Fame. This opportunity would allow Lowell High School student – athletes the opportunity to visit the National Baseball Hall of Fame as well as play a game on the same field as some of baseball's greatest players. The experience is a once in a lifetime opportunity and something that our student – athletes would never forget.

The cost of the trip will include:

| | |
|---|---|
| MBT Worldwide (Transportation): | $2,750.00 |
| Railroad Inn, 24 Railroad Ave., Cooperstown, NY (overnight accommodations): | $1,400.00 |
| Meals: | $1,000.00 |
| Field Permit: | $250.00 |
| Umpires: | $100.00 |
| Total Cost: | $5,500.00 |

All costs will be paid through the Lowell High School Baseball Parent Boosters, there is no money requested from the Lowell Public School department. In addition, no academic days will be missed as the trip is scheduled during April break. Travel will be provided by MBT Worldwide with written parental permission.

The trip will be supervised by Head Coach Dan Graham and Assistant Coaches Mark Rurak, Cam Roper and Kyle Swenson.

Thank you for your consideration in this matter.

Sincerely,

Marianne Busteed

*LOWELL PUBLIC SCHOOLS*
*Henry J. Mroz Administration Offices*
*155 Merrimack Street*
*Lowell, Massachusetts 01852*

*Robin Desmond*
*Chief Academic Officer*
*Office of Teaching and Learning*

*Tel: (978) 674-4323*
*email: rdesmond@lowell.k12.ma.us*

January 6, 2020

Dear Superintendent Boyd:

I am writing to request permission for Melissa Newell to travel to Portsmouth, New Hampshire for professional development on April 10, 2020. This professional development is focused on building students' independence in a literacy classroom. This session focuses on current instructional practices to support literacy. This work is directly related to her role as the English Language Arts and Literacy Coordinator K-12 because she supports reading and writing professional development at all levels. Teachers continue to struggle with how to reach all readers in their classrooms and this would give her strategies to offer them to support our students' growth.

The cost for attending the workshop is $209.00. The registration is funded by the Professional Development budget.

Thank you for this consideration. A description of the professional development session is attached.

Sincerely,

Robin Desmond
Chief Academic Officer

*Lowell Public Schools*

*Lowell High School*
*50 Fr. Morissette Blvd*
*Lowell, Massachusetts 01852-1050*

*Marianne E. Busteed*
*Head of Schools*

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*Email: MBusteed@lowell.k12.ma.us*

January 15, 2020

To: Dr. Joel Boyd, Superintendent of Schools

From: Marianne E. Busteed, Head of School

Re: MSSASA Conference – Lowell High School Athletic Director Request to Travel

Dr. Boyd,

Mr. David Lezenski is requesting to travel to the 45th Annual MSSADA Conference is **March 24 – 27, 2020**, at the Cape Cod Resort and Conference Center in Hyannis, Massachusetts. This first-class conference is foremost in featuring professional speakers and an exhibit show with more than 300 exhibit booth spaces, as well as proven athletic administrators who willingly share their experience and expertise on a variety of educational topics.

This conference offers Professional Development as well as workshops, presentations and speakers that are current and educational in the field of high school athletics.

There will be no cost to the school department for this trip.

Sincerely,

Marianne E. Busteed
Head of Schools
Lowell High School

*Lowell Public Schools*

*Lowell High School*
*50 Fr. Morissette Blvd*
*Lowell, Massachusetts 01852-1050*

*Marianne E. Busteed*
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January 6, 2020

Dr. Joel Boyd, Superintendent
Lowell Public Schools
155 Merrimack Street
Lowell, MA 01852

Re: Lowell High School AJFJROTC Cadet Leadership Course (CLC)

Dear Dr. Boyd:

I respectfully request approval for an overnight field trip to support the curriculum for Aerospace Science III and IV. This is Course 9381 out of the Lowell High School Course Catalog that the cadets receive credit for. Approximately 80-100 students will travel to the Ft. Devens Army Reserve Base on Ft. Devens, Massachusetts to attend MA-771's annual Cadet Leadership Course (CLC). This year's CLC will be a 4-day/3-night camp focused on leadership, drill and ceremonies, physical fitness, and team-building, as well as preparing selected junior and senior cadets for their leadership roles within the Cadet Corps. They will travel to Ft. Devens on Thursday May 28th, 2020 at approximately 1 p.m. and return Sunday, May 31st, 2020, at approximately 3 p.m. All four AFJROTC instructors will supervise the trip (Lt Col Eileen St. Laurent; MSgt Kevin Casilli; MSgt Paul Perez and TSgt David Smith) along with additional male chaperones Tarathorn Hong; Stephen Cruz and Reynaldo Rivera and female chaperones Brianna Croteau; Mikaylah Croteau; Prathnar Pich and Sodhikar Pich. All necessary CORI, parental, medical and school permission forms will be completed prior to the event. All funds for the leadership camp including transportation, food and lodging will be paid by AFJROTC funds; AFJROTC bus account and/or student contribution. The only cost to Lowell High School will be for two substitutes on Friday, May 29th, for the amount of $210.00 from Professional Development. We will be requesting funding from the Air Force to cover meals for $5121; transportation (coming out of our bus account) will be $1080; and the cadets will be asked to pay a fee of $30 each to cover their hat, shirt and shorts All instructors will be able to cover their classes on Thursday, May 28th and then travel to the Camp and stay overnight. On Friday, May 29th, Lt Col St. Laurent will be in to cover her classes and so will MSgt Perez, once the school day is over they will both travel to Ft. Devens and remain there until 31 May. If you have any questions, please contact me at (978) 937-8946.

Thank you in advance for your consideration and support.

Sincerely,

Marianne E. Busteed
Head of Lowell High School

*Lowell Public Schools*

*Lowell High School*
*50 Fr. Morissette Blvd*
*Lowell, Massachusetts 01852-1050*

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January 6, 2020

Dr. Joel Boyd, Superintendent
Lowell Public Schools
155 Merrimack Street
Lowell, MA 01852

Re: **MASC Annual Conference**

Dear Dr. Boyd:

I am requesting permission for eleven Student Council Representatives as well as Student Council Advisor, Tom Thornton to take part in the 2020 Massachusetts Association of Student Council Workshop on March 4 – 6, 2020 to be held at the Resort & Conference Center at Hyannis, in Hyannis, Massachusetts. This is a unique opportunity for each student to meet with students from other Student Councils across Massachusetts and hear about the concerns and the activities of teenagers statewide.

The three days will be filled with exciting workshops and assemblies designed to build leadership and community spirit among the participants. Their teachers and housemasters will be informed as to the excused absences from school. This conference will address many of the Educational Standards within Social Studies including the following:

- *USG.5.3 Describe how citizens can monitor and influence local, state, and national government as individuals and members of interest groups.*
- *USG.5.5 Identify and explain the meaning and importance of civic dispositions or virtues that contribute to the preservation and improvement of civil society and government.*
- *USG.5.10 Practice civic skills and dispositions by participating in activities such as simulated public hearings, mock trials, and debates.*
- *E.4.1 Explain how government responds to perceived social needs by providing public goods and services.*

Student Council Advisor, Thomas Thornton will be with the students for the entire conference; a coach bus will be hired for transportation, and they will be returning to Lowell High School on Friday, March 9th by the close of the school day.

This will be an all expense paid trip through the fundraising efforts of the students and the generosity of the Office of Student Affairs & Activities at Lowell High School. The cost for the trip is $4,103 of which $2,000 will be contributed from the Lowell High Student Activities budget. No substitute needed.

Thank you in advance for your consideration and support.

Sincerely,

Marianne Busteed
Head of School LHS

**United Teachers of Lowell**

*AFTMA/AFT/AFL-CIO*
*LOCAL 495*

*169 Merrimack St.*
*Lowell, MA 01852*
*Tel: 978.937.9039*
*Fax: 978.937.9544*
*Email: utl@utlowell495.org*

January 30, 2020

Dr. Joel Boyd, Superintendent
Lowell Public Schools
155 Merrimack Street
Lowell, MA 01852

Dear Superintendent Boyd:

The members of the United Teachers of Lowell hereby request to donate sick leave days to the following member:

Jennifer MacDonald, Teacher Butler Middle School 60 days

Thank you for your attention to this matter.

Sincerely,

Paul Georges
President

PG:ng
xc: Deb Jarvis
Minerva Palazzo

WE, THE UNDERSIGNED, MEMBERS OF THE PROFESSIONAL STAFF – UNIT "A" OF THE LOWELL SCHOOL DEPARTMENT, WISH TO DONATE ONE OR MORE OF OUR ACCUMULATED SICK LEAVE DAYS TO JENNIFER MAC DONALD, A TEACHER AT BUTLER MIDDLE SCHOOL.

| NAME | NO. OF DAYS | SCHOOL |
|---|---|---|
| John Fugarino | 3 | Butler |
| Kathleen Kalkrini | 1 | Butler |
| Melinda Goodick | 3 | Butler |
| William Florence | 3 | Butler |
| Molly Kelley-Muon | 2 | Butler |
| Sharon Dowd | 5 | B.F. Butler Middle |
| Thomas O'Connor | 5 | Butler |
| Alejandra Cabrera | 5 | Butler |
| Ann Early | 3 | Butler |
| Cheryl Ferris | 1 | Butler |
| Jos Burgess | 1 | Butler |

1/27/2020

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WE, THE UNDERSIGNED, MEMBERS OF THE PROFESSIONAL STAFF – UNIT "A" OF THE LOWELL SCHOOL DEPARTMENT, WISH TO DONATE ONE OR MORE OF OUR ACCUMULATED SICK LEAVE DAYS TO JENNIFER MAC DONALD, A TEACHER AT BUTLER MIDDLE SCHOOL.

| NAME | NO. OF DAYS | SCHOOL |
|---|---|---|
| Emilia Jordan | 3 | Butler |
| Bridget McNulty | 2 | Butler |
| Michael Pickard | 3 | Butler |
| Deanna Goyette | 3 | Butler |
| Michelle Scott | 2 | Butler |
| Linda Stone | 1 | Butler |
| | | |
| Christina Pappalardo | 3 | Butler |
| Amy Ucciero | 3 | Butler |
| Clara Cahill | 3 | Butler |
| Patricia Adams | 5 | LHS |