# Lowell Public School Committee

## *Special Meeting Agenda*

***Date:*** August 12, 2020
***Time:*** 6:30PM
***Location:*** City Council Chamber, 375 Merrimack Street, 2nd Floor, Lowell, MA 01852

1. **SALUTE TO FLAG**

2. **ROLL CALL**

3. **SPECIAL ORDER OF BUSINESS**

   3.1. Communication Remote Participation:
   Members of the Public May View The Meeting Via LTC And Those Wishing To Speak Regarding A Specific Agenda Item Shall Register To Speak In Advance Of The Meeting By Sending Email To the Superintendent Indicating The Agenda Item And A Phone Number To Call So That You May Be Tele-Conferenced In To The Meeting. Email Address Is mpalazzo@lowell.k12.ma.us If No Access to Email You May Contact at 978-674-4324.

4. **MINUTES**

5. **PERMISSION TO ENTER**

   5.1. Permission To Enter: August 12, 2020 # 1

   Documents:

   PERMISSION TO ENTER - AUGUST 12, 2020.PDF

### 5.2. Permission To Enter: August 12, 2020 # 2

Documents:

PERMISSION TO ENTER - JPH.PDF

## 6. REPORTS OF THE SUPERINTENDENT

### 6.1. School Reopening Update

Documents:

SCHOOL REOPENING UPDATE3 8-12-20.PDF

## 7. ADJOURNMENT

LOWELL PUBLIC SCHOOLS

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

Phone: (978) 674-4325
Fax: (978) 937-7620
E-mail:bturner@lowell.k12.ma.us

# PERMISSION TO ENTER

To: Dr. Joel Boyd, Superintendent of Schools

From: Billie Jo Turner, Chief Financial Officer

Date: August 7, 2020

Subject: Permission to Enter – August 12, 2020 School Committee Meeting

**RECA** **$ 17,600**
632 Alfani Street
Davenport, FL 33896

To provide professional development for the staff at the turnaround schools. RECA will develop and provide UDL seminars and webinars that provide coaching and instructional planning to support UDL.

Funding provided by Targeted Assistance and School Redesign Grants

**Elizabeth Tiru-Ortiz** **$11,045.90**
192 Suffolk St., Apt 9
Lowell, MA 01854

To provide Parent Child Plus home visiting services for up to twelve families twice a week. This includes two weekly home visits (remotely or in person) and travel costs associated with in person home visits, attending weekly staff meetings and other trainings at the Cardinal O'Connell, attending evening events for families and providing translation services.

Funding provided by Coordinated Family and Community Engagement Grant

**Safeena Niazi** **$8,088.20**
38 Aiken Ave, Unit 1
Lowell, MA 01850

To provide Parent Child Plus home visiting services for up to six families twice a week. This includes two weekly home visits (remotely or in person) and travel costs associated with in person home visits, attending weekly staff meetings and other trainings at the Cardinal O'Connell, attending evening events for families and providing translation services.

Funding provided by Coordinated Family and Community Engagement Grant

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Phone: (978) 674-4325
Fax: (978) 937-7620
E-mail: jhall@lowell.k12.ma.us

# PERMISSION TO ENTER

To: Dr. Joel Boyd, Superintendent of Schools
From: Dr. James Hall, Chief Operating Officer
Date: August 10, 2020

Subject: COVID-19 related Permissions to Enter – August 12, 2020 School Committee Meeting

**DURKIN Company** **$ 53,000.00**
4 Tower Farm Road
Billerica, MA 01821

To acquire 2000 Gallons Total of Hand Sanitizer, Alcohol Gel, 70% and 2000 containers with pumps.

Funding provided by Facilities -

**The HOME Depot** **$10,350.00**
PO Box 2317
Jacksonville, FL 32203-2317

To acquire Five Hundred (500) .093 Acrylic Sheets

Funding provided by Facilities -

**The HOME Depot** **$45,359.72**
PO Box 2317
Jacksonville, FL 32203-2317

To acquire Twenty-Eight (28) Professional Cordless Electrostatic Backpack Sprayers ($1,619.99 each)

Funding provided by Facilities -

**The HOME Depot** **$32,399.82**
PO Box 2317
Jacksonville, FL 32203-2317

To acquire eighteen (18) Victory Electrostatic Backpack Sprayers ($1,799.99 each)

Funding provided by Facilities -

**Conlon Products, Inc** **$20,160.00**
70 Shepard St
Lawrence, MA 01843

To acquire Seventy-Two (72) cases of extra-large isolation gowns (50 per case)(3600 total)

Funding provided by Facilities -

**Body Armor Outlet, LLC** **$84,950.00**
26 Ermer Road
Salem, NH 03079

To acquire 5,400 boxes of 3 Ply Masks (50 per pack at $14.50 a pack)(270,000 masks total) and 3,500 Face Shields (at $1.90 each)

Funding provided by Facilities -

Lowell Public Schools

# School Reopening Update

*School Committee - August 12, 2020*

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# Agenda

- How much space do we anticipate for in-person learning
- What might the school day look like for students? (grades K-12 both in-person and remote)
- What is a Learning Management System (LMS) and how does it support remote learning?
- How will we support families throughout this process?
- Key dates

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# Building Capacity for In-Person Learning

| | Bailey | Cardinal | Greenhalge | Laura Lee | Lincoln | Adie Day | McAuliffe | McAvinnue | Moody | Morey | Murkland | Paw. Memorial | Reilly | Shaughnessy | Washington | Bartlett | Pyne/Arts | Stem | Butler | Daley | Leblanc | BRIDGE | Riverside/ | Robinson | Stoklosa | Sullivan | Wang | Career Academy | EA | Lowell High & |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **FACILITY** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Windows which open | 102 | 111 | 168 | 55 | 141 | n/a | 136 | 140 | 148 | 117 | 150 | 195 | 416 | 108 | 124 | 337 | 237 | 265 | 120 | 238 | 81 | 24 | 140 | 55 | 410 | 444 | 68 | 1270 | | |
| Windows which do not open | 62 | 9 | 1 | 2 | 33 | n/a | 70 | 0 | 0 | 0 | 52 | 0 | 0 | 14 | 0 | 19 | 8 | 15 | 0 | 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 250 | | |
| Classroom Filters in Building | 21 | 0 | 34 | 0 | 28 | n/a | 30 | 40 | 0 | 0 | 32 | 42 | 27 | 24 | 0 | 43 | 32 | 42 | 30 | 60 | 0 | 0 | 30 | 8 | 48 | 50 | 0 | 0 | | |
| Classroom Filters remaining to be changed | 0 | 0 | 34 | 0 | 4 | n/a | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 36 | 0 | 0 | 0 | 0 | 0 | 50 | 0 | 0 | | |
| **SAFETY EQUIPMENT** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| # of foggers needed for start of school (to be procured) | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 2 | 1 | 1 | 1 | 2 | 1 | 1 | 1 | 0 | 1 | | |
| Foggers on hand now | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 5 | | |
| # of handwashing stations needed for start of school | 63 | 14 | 62 | 6 | 55 | | 55 | 55 | 14 | 43 | 50 | 75 | 37 | 53 | 15 | 54 | 81 | 37 | 34 | 76 | 13 | 8 | 58 | 26 | 41 | 53 | 8 | 228 | | |
| # of hand sanitizing stations now | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| # of hand sanitizing stations (to be procured) | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | | |
| Air purifiers needed for start of school | 24 | 9 | 30 | 6 | 31 | 14 | 34 | 44 | 16 | 32 | 29 | 39 | 30 | 26 | 26 | 34 | 42 | 55 | 28 | 26 | 11 | 8 | 47 | 46 | 43 | 43 | 11 | 202 | | |
| Air purifiers on hand now | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| Dividers/barriers planned for front desk(to be procured) | 18 | 18 | 18 | 5 | 18 | 5 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 5 | 18 | 18 | 18 | 18 | 5 | 66 | | |
| Dividers/barriers emplaced now | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| **BUILDING SUPPLIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hand Santiizer (Gallons | 52 | 19 | 65 | 13 | 67 | 30 | 74 | 95 | 35 | 69 | 63 | 84 | 65 | 56 | 56 | 74 | 91 | 119 | 61 | 56 | 24 | 17 | 102 | 100 | 93 | 93 | 24 | 302 | | |
| Hand Sanitizer (on hand) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 136 | | |
| Soap Dispensers In Place | 59 | 11 | 52 | 6 | 27 | | 31 | 49 | 10 | 36 | 45 | 20 | 32 | 39 | 11 | 40 | 66 | 15 | 28 | 57 | 9 | 8 | 35 | 21 | 32 | 31 | 8 | 194 | | |
| Soap Dispensers to be procured | 4 | 3 | 10 | 0 | 28 | 0 | 24 | 6 | 4 | 7 | 5 | 55 | 5 | 14 | 4 | 14 | 15 | 22 | 6 | 19 | 4 | 0 | 23 | 5 | 9 | 22 | 0 | 34 | | |
| Waste disposal Medium | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **SAFETY MESSAGING** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Social Distancing Signs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Markings for Desk Spacing | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bathroom Signage | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Elevator Signage | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

# Building Capacity for In-Person Learning

| | Bailey | Cardinal | Greenhalge | Laura Lee | Lincoln | Adie Day | McAuliffe | McAvinnue | Moody | Morey | Murkland | Paw. Memorial | Reilly | Shaughnessy | Washington | Bartlett | Pyne/Arts | Stem | Butler | Daley | Leblanc | BRIDGE | Riverside | Robinson | Stoklosa | Sullivan | Wang | Career Academy | Lowell High & EA |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| MA DEPARTMENT PUBLIC HEALTH INFORMATION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lowell- August 5, 2020- Percent Positivity (Last 14 days) | | 1.13 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| STAFFING CONSIDERATIONS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| positive/negative impact on seats (10AUG) | — | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CAMPUS SEATS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | 1 student per 72sqft minimum | | | | | | | | | | | |
| Campus Seats Available Per Square Footage | 267 | 58 | 294 | 24 | 340 | x | 300 | 375 | 165 | 312 | 303 | 387 | 297 | 285 | 231 | 352 | 352 | 531 | 272 | 370 | TBD | 56 | 483 | 384 | 377 | 380 | 77 | 2158 |
| Possible Additional campus seats available w/ UnConv | 60 | 2 | 60 | 0 | 60 | x | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | TBD | 0 | 9 | 60 | 60 | 60 | 10 | 250 |
| 2019/2020 Enrollment | 481 | 119 | 496 | 26 | 504 | 55 | 505 | 488 | 237 | 507 | 496 | 504 | 494 | 486 | 254 | 486 | 519 | 845 | 566 | 690 | 30 | 46 | 665 | 670 | 682 | 710 | 62 | 3003 |
| Current seats available (all above considered- 8/10/2020) | 120 | 30 | 120 | 20 | 120 | x | 120 | 120 | 60 | 140 | 125 | 125 | 125 | 125 | 100 | 140 | 150 | 200 | 150 | 150 | x | 40 | 150 | 150 | 150 | 150 | 40 | 500 |
| Current seats available (all above considered- 8/17/2020) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| GOAL- approximate campus seats for start of school | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Notes: 10AUG- recommend relocating Day School due to current size of classroom spaces; Robinson- Interior Rooms 117, 118, and 119 taken off-line- will not be used at opening. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

# *A Day in the life of an Elementary Student…*

***In-person***
***First Grade Example***

| | |
|---|---|
| 8:45-8:55 | Morning Meeting |
| 8:55-9:15 | Phonics |
| 9:15-9:30 | Phonics Interactive Read Aloud |
| 9:30-9:45 | Shared Reading |
| 9:45-11:00 | ELA |
| 11:00-11:30 | Writing |
| 11:35-12:15 | Lunch/Recess |
| 12:15-12:35 | SS/Sci/Math Sprints |
| 12:35-1:25 | Specials |
| 1:25-2:25 | Math |
| 2:25-2:50 | SS/Sci |

***Full Remote***
***1st Grade Example***

| Time | Regular Work Day |
|---|---|
| **9:00-9:30** | Morning Meeting with Homeroom Teacher |
| **9:30-10:20** | Specials |
| **10:20-11:50** | Math Block - Independent and small group instruction |
| **11:50-12:10** | Recess |
| **12:10-12:35** | Lunch |
| **12:35-2:30** | ELA Block to include Literacy Instruction and Reading, Writing, Phonics/Word Work – Independent and small group instruction |
| **2:30-3:00** | Science or Social Studies |

# *A Day in the life of a Middle School Student…*

## *In-Person*

### *5th Grade Example*

| | |
|---|---|
| 7:30-8:00 | Students Arrive |
| 8:00-8:55 | Morning HR |
| 9:00-10:05 | ELA |
| 10:05-10:20 | Mask Break |
| 10:20-11:25 | Math |
| 11:25-12:00 | WIN |
| 12:00-12:30 | Lunch |
| 12:30-1:15 | AA |
| 1:15-1:30 | Mask Break |
| 1:30-2:00 | Science |
| 2:00-2:30 | SS |
| 2:30-2:50 | Mask Break |

## *Full Remote*

### *5th Grade Example*

| | |
|---|---|
| 8:00-9:00 | ELA content |
| 9:00-10:00 | Math content |
| 10:00-11:00 | Elective |
| 11:00-11:30 | Lunch |
| 11:30-12:30 | Science Content |
| 12:30-1:30 | Social Studies |
| 1:30-2:00 | Progress Monitoring |

# *A Day in the life of a High School Student…*

*In-Person*
*9th Grade Example*

| | | |
|---|---|---|
| 7:40 | Entry | ADV |
| 7:55 | ADV/Breakfast | ADV |
| 8:15 | P1 | Algebra |
| 9:05 | P2 | Science |
| 9:55 | P3 | Health |
| 10:45 | 4A/L1 | Social Studies |
| 11:10 | 4B | Social Studies |
| 11:35 | 5A/L2 | Spanish |
| 12:00 | 5B | Spanish |
| 12:25 | 6A/L3 | Lunch |
| 12:50 | 6B | English |
| 1:15 | L4 | English |
| 1:40 | P7 | Seminar |
| 2:30 | Dismissal | Home |

*Full Remote*
*9th Grade Example*

| | |
|---|---|
| 8:00-8:55 | ELA |
| 8:55-9:50 | Math |
| 9:50-10:45 | Elective |
| 10:45-10:55 | Break |
| 10:55-11:50 | Elective |
| 11:50-12:45 | Science |
| 12:45-1:00 | Break |
| 1:00-1:55 | Social Studies |
| 1:55-2:15 | Advisory |

# Learning Management System (LMS)

- Learning Management System (LMS) - Provides schools and districts with classroom and student management resources, customized support, and an array of K-12 courses aligned to the Massachusetts Framework Standards.
- Teacher Training & Professional Development - Professional development consisting of webinars, consultation sessions, and additional support materials and resources. LPS teacher training dates and topics flexible to meet the needs of districts and schools
- Client Hosted Model - Courses taught by Lowell Public School teachers, modeled after in-person FLIPPED instructional model.

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# Learning Management System (LMS)

- Courses may be customized to meet the needs of the District, teachers and students. Content may be added to existing course content by teachers. Existing content may also be moved to align with scope and sequence of District curriculum maps. Grades will be determined by teachers.

- Technical Support - LMS offers technical support to assist students with login issues, platform related functionality, technical questions relating to finding a course, and/or help with submitting assignments and provides districts access to a support team to assist with questions and provide technical support for teachers and administrators.

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# Community Outreach

Goal

- To ensure that all families have received clear and meaningful communication from the district that informs their school reopening decision.

Outreach Period:

- **August 7-August 27**
  - Informing families of the two options and process for making the selection.
- **September 4-September 17**
  - Informing families of preparing for school reopening within their child's assignment.

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# Community Outreach

## OUTREACH STRATEGIES

**General online info sessions (large groups, 100-500 participants)**

- Interpretation break-out rooms (upon request)
- Spanish language info session

**Targeted online sessions (medium groups, 20-50 participants)**

- Sessions held in multiple languages (Spanish, Portuguese, Khmer, Swahili, others upon request)
- Session held to address specific populations (i.e. Special Education, McKinney Vento, English Learner, Pre-school, Kindergarten, High School )

**Targeted in-person sessions (small groups, 8-10 participants)**

- Small groups requested and convened by community organizations

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# Community Outreach

## OUTREACH STRATEGIES

**Mass Communication**

- Social Media (Facebook, Twitter, Instagram)
- Connect (phone calls and emails)
- Website
- Informational videos / one-page flyers to educate families on various parts of the reopening plan

**1 to 1 Phone Calls**

- 15-minute phone calls to reach out to individual families to answer questions and help them understand the process
- Goal to reach 70% of families (approximately 6,500 families and 1,600 hours of calls)

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# Key Dates

- **August 19 -** The opt-in form for in-person learning will be made available on this date and sent to families.
- **August 27 -** The last date for families to submit the opt-in form for in-person learning.
- **September 4 -** Starting on this date, families will be notified of their school placement.
- **September 17 -** First day of school.

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