

Lowell Public Schools



REPORT ON STATUS OF OUTSTANDING MOTIONS

Report on Motions: May 2, 2018

OFFICE OF THE SUPERINTENDENT

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. SUPT	01/06/16	<u>Facility Plan for School Population Growth</u> [by Steve Gendron]: Request the Superintendent develop a five [5] year facility plan to handle middle school population growth.		Ongoing
2. SUPT	01/17/18	<u>School Site Council</u> [by Jackie Doherty]: Request the Superintendent ensure that the LPS website for each school provides information on its School Site Council members, upcoming meeting times, agendas, and minutes similar to the Pyne Arts School website. (repeat from March 2017).		Ongoing
3. SUPT	02/14/18	<u>Day School and the Middle-School Bubble</u> [By Jacqueline Doherty]: Request the Superintendent provide the committee with additional options to address site issues for the Day School and the middle-school bubble that do not require students from the Cardinal O'Connell being returned to their sending schools. The options to be presented and discussed at a meeting of the whole prior to the regularly scheduled March 7 school committee meeting.		Part of the Proposed Budget 04/26/18
4. SUPT	02/28/18	<u>Status of Searches on Leadership Positions</u> [By Jackie Doherty]: Request the Superintendent provide the committee with a written Report on Leadership Hiring that includes detailed updates on the status of searches for the LHS Head of School, the Robinson High School Principal, and the Director of HR. The report should include the timelines, members of the screening		Will be presented when all searches are completed Updates being



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		committees, and key dates in the process such as when posted, dates for first and second round interviews, final decision etc. Also, please include historical context regarding the Head of School and Robinson roles—when the positions were first posted last year, the screening committees, and timelines followed that led to interim positions.		<i>supplied as events take places</i>
5. SUPT	03/21/18	<p style="text-align: center;"><u><i>Human Resources Compliance Audit</i></u></p> <p>[By Connie Martin]: Request that the Administration provide the Lowell School Committee with written recommendations at the April 4th, 2018 meeting, to engage an outside firm to conduct a Human Resources Compliance Audit with a deadline of June 30, 2018 for completion of said audit.</p>	Update will be presented on 04/04/18	
6. SUPT	04/04/18	<p style="text-align: center;"><u><i>Legal Opinion on Subcommittees</i></u></p> <p>[By Gerard Nutter]: Request School Committee Attorney provide legal opinion if per Roberts Rules and the School Committee Policy Manual a Subcommittee Chair can call for a meeting without first presenting it as a motion on the Meeting Floor per Mayor's proposed preference.</p>		Referred to Policy Subcommittee
7. SUPT	04/04/18	<p style="text-align: center;"><u><i>Policy Regarding MARIJUANA</i></u></p> <p>[By Gerard Nutter]: School Committee work with Administration and School / City Attorney's reviewing / developing a Policy regarding MARIJUANA screening in employment requirements based on changes to State Law.</p>		Ongoing



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8. SUPT	04/04/18	<p style="text-align: center;"><u>Subcommittees by Vote of the Full Committee</u></p> <p>[By Andre Descoteaux]: All Subcommittee meetings shall be scheduled by the explicit vote of School Committee as whole. All Matters or topics discussed in Subcommittee shall be referred to the said Subcommittee by vote of the full Committee at a regularly scheduled meeting. All Subcommittee meetings shall be scheduled by the explicit vote of School Committee as whole. All Matters or topics discussed in Subcommittee shall be referred to the said Subcommittee by vote of the full Committee at a regularly scheduled meeting.</p>		Referred to Policy Subcommittee
9. SUPT	04/04/18	<p style="text-align: center;"><u>Policy on Service Animals</u></p> <p>[By Gerard Nutter]: School Committee work with Administration and School / City Attorney's developing a policy in regard to "Service Animals" for disabled versus "Comfort Animals " in Lowell Public Schools.</p>		Ongoing



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OFFICE OF THE ASST. SUPERINTENDENT – FINANCE AND OPERATIONS

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. FO	11/16/16	<p style="text-align: center;"><u><i>Establish Monthly Meeting Dates</i></u></p> <p>[by Jacqueline Doherty]: Respectfully request the Superintendent work with the School Committee and City Council Subcommittees on Facilities to establish monthly meeting dates to address the ongoing issues concerning maintenance of our school buildings.</p>		Ongoing Requested a Joint Meeting
2. FO	09/06/17	<p style="text-align: center;"><u><i>Annual Evaluations of Teaching and Administrative Staff</i></u></p> <p>[By Connie Martin]: Request that the administration provide an update of the completion of all required annual evaluations of teaching and administrative leadership staff in accordance with DESE requirements.</p>	Will be presented 05/02/18	
3. FO	12/06/17	<p style="text-align: center;"><u><i>Plan for a Uniform Line Item in the Budget</i></u></p> <p>[by Steve Gendron]: Request the Athletic Director work with the CFO to formalize a plan to make a uniform line item in the budget as well as any other proposed changes.</p>		Line item in proposed Budget to be presented 04/26/18
4. FO	12/06/17	<p style="text-align: center;"><u><i>Student Activity Funds</i></u></p> <p>Request that the administration provide the committee with assurances by January meeting showing we are 100% in compliance in the use of Student Activity Funds.</p>		Audit Field work completed waiting on report
5. FO	01/03/18	<p style="text-align: center;"><u><i>City Council appropriate \$472,116</i></u></p> <p>[By Connie Martin]: Request the City Council appropriate \$472,116 from Free Cash once it is certified.</p>	Motion on floor	Ongoing
6. FO	01/17/18	<p style="text-align: center;"><u><i>Capital Budget</i></u></p> <p>[by Gerard Nutter]: Request the Superintendent update committee on status of Capital Budget, how much is there and what are we using it on?</p>		Will be presented during Budget process 04/26/18



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7. FO	01/17/18	<p style="text-align: center;"><u>Food Service Audit</u></p> <p>[by Gerard Nutter]: Request the Superintendent share the results of the recent Food Service Audit as soon as it becomes available.</p>		Ongoing Waiting on State Report
8. FO	01/17/18	<p style="text-align: center;"><u>Special Task Force LHS Stipends</u></p> <p>[by Andre Descoteaux]: Request the superintendent to establish a Special Task Force to review and recommend updates to the current LHS stipends, including but not limited to: Athletic Coaching, Student clubs, Band, and Chorus.</p>		Ongoing Discussion With UTL
9. FO	01/17/18	<p style="text-align: center;"><u>FY19 Budget & Administrative Support</u></p> <p>[by Dominik Hok Lay]: Request the Superintendent to build more administrative support in our middle schools when establishing the FY19 Budget.</p>		Will be Presented as part of Proposed Budget 04/26/18
10. FO	02/14/18	<p style="text-align: center;"><u>New Maintenance of Effort Agreement</u></p> <p>[By Gerard Nutter]: Request the Superintendent to update the Committee on the status of New Maintenance of Effort Agreement with City and set March 1st to finalize and present to the Committee for approval at the March 7th meeting or Per Chap 603 CMR 10.00 we contact the Education Commissioner's Office and request designee to conduct hearing.</p>		Ongoing On hold until new City Manager starts
11. FO	02/14/18	<p style="text-align: center;"><u>Top Ten Most Pressing Facility Needs</u></p> <p>[By Jacqueline Doherty]: Request the Superintendent direct each school to develop a list of "Top Ten Most Pressing Facility Needs" to share with the Facility Subcommittee as a way to get an immediate handle on issues of primary concern in our buildings.</p>	Will be Presented 05/02/18	



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12. FO	03/21/18	<p style="text-align: center;"><u><i>\$807,000 of Unused Grant</i></u></p> <p>[By Gerard Nutter]: Request Superintendent supply explanation why according to Outside Auditors Powers & Sullivan during the 2016/ 2017 school year, approximately \$807,000 of grant proceeds were turned back unused. Report should include copies of each grant, what the total grant received was, what portion of the grant was spent and why the remainder wasn't use along with total dollars of each grant returned.</p>	<p>Will be Presented 05/02/18</p>	
13. FO	04/04/18	<p style="text-align: center;"><u><i>Review or Develop Written Policy</i></u></p> <p>[By Gerard Nutter]: Request the Administration to provide current School Committee copies of the end of year fiscal closing process and request a meeting of the Finance Subcommittee to review or develop written policy by May 15th 2018.</p>		Ongoing
14. FO	04/04/18	<p style="text-align: center;"><u><i>School's Outdoor Play Space</i></u></p> <p>[By Jackie Doherty]: Request the Superintendent provide the committee with a report that describes each elementary and middle school's outdoor play space, including whether they have play structures (none, one, or two) available for student use during recess.</p>		Ongoing
15. FO	04/04/18	<p style="text-align: center;"><u><i>LPS Budget's Compliance with City Regulations</i></u></p> <p>[By Mayor William Samaras]: Request the City Auditor provides the School Committee with a report on all School Department Budget and Financial issues. Report shall include, but not be limited to, the entering of the FY2018 School Budget into the City's financial system and the school budget's compliance with all City financial regulations and the City Budget.</p>		Ongoing



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16. FO	04/04/18	<p style="text-align: center;"><u>Salvaged Equipment</u></p> <p>[By Andre Descoteaux]: Ask the Superintendent to request an evaluation of all current useful and/or new equipment that is currently in the High School. That equipment should be salvaged by us and not the demolition company.</p>		Ongoing
17. FO	04/04/18	<p style="text-align: center;"><u>Share Musical Equipment</u></p> <p>[By Andre Descoteaux]: Ask the Superintendent to look into how ALL the musical equipment found in all our schools should be evaluated and shared by all schools.</p>		Ongoing
18. FO	04/04/18	<p style="text-align: center;"><u>Lowell's Budget Before Ed Reform</u></p> <p>[By Andre Descoteaux]: Ask the Superintendent to ask the City Auditor what the percentage of Lowell's budget went to the School Department before Ed Reform.</p>		Completed 04/26/18



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OFFICE OF THE ASST. SUPERINTENDENT – CURRICULUM, INSTRUCTION AND ASSESSMENT

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. CIA	02/01/17	<p style="text-align: center;"><u><i>IB (International Baccalaureate) Program</i></u></p> <p>[by Andy Descoteaux]: Have the Superintendent work with the Lowell High School administration to look into adding the IB (International Baccalaureate) program to offer our advanced HS students another opportunity in addition to AP course work.</p>	Will be presented 06/06/18	
2. CIA	10/18/17	<p style="text-align: center;"><u><i>Report Card System</i></u></p> <p>[by Jackie Doherty]: Request the Superintendent to review the report card system and to look at a standard base report cards for middle school students and to get a recommendation on how to proceed.</p>	Will be presented 05/02/18	
3. CIA	03/21/18	<p style="text-align: center;"><u><i>Lowell High Latin Lyceum</i></u></p> <p>[By Gerard Nutter]: Administration Provide a report of how many students per Lowell schools enter into Lowell High Lyceum and how many test for entry.</p>		Completed 04/26/18
4. CIA	03/21/18	<p style="text-align: center;"><u><i>Blizzard Bags</i></u></p> <p>[By Gerard Nutter]: Lowell School Committee work with Asst Superintendent of Curriculum to explore creating remote learning programs or blizzard bags to be used after 5 snow days.</p>		Ongoing
5. CIA	04/04/18	<p style="text-align: center;"><u><i>MTEL Workshops</i></u></p> <p>[By Dominik Lay]: Request the Superintendent explore the feasibility of offering MTEL (Massachusetts Test for Educator Licensure) Workshops in order to increase qualified diverse teacher candidates.</p>		Ongoing



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6. CIA	04/26/18	<p style="text-align: center;"><u>Freeze on Purchase Order</u></p> <p>[By Gerard Nutter]: School Committee vote to place a purchasing freeze on PO for items over \$5,000.00 until they can be reviewed by entire committee or until School Committee receives and approves a report on budget expenditures for the remaining school year</p>		



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OFFICE OF THE DEPUTY SUPERINTENDENT – STUDENT SUPPORT SERVICES

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. SSS	01/03/18	<p style="text-align: center;"><u>Classroom Space Issues</u></p> <p>[by Jackie Doherty]: Refer the Classroom Space Issues report to the Student Support Services/Alternative Schools Program Subcommittee for further discussion.</p>		Will be presented as part of Budget process 04/26/18
2. SSS	03/21/18	<p style="text-align: center;"><u>Programs and their Students/Staffing Ratios</u></p> <p>[By Jackie Doherty]: Request the Superintendent provide the committee with a report that breaks down the number of Special Education Students, ELL, and homeless students by school along with staffing ratios currently in place to meet those needs.</p>		Completed 04/26/18
3. SSS	03/21/18	<p style="text-align: center;"><u>Citywide Recess</u></p> <p>[By Gerard Nutter]: School Committee look into creating a mandatory citywide recess policy for all elementary and middle school students.</p>	Will be presented 04/23/18	Referred to Policy Subcommittee
4. SSS	04/04/18	<p style="text-align: center;"><u>Parent Engagement</u></p> <p>By Dominik Lay]: Request the Superintendent to investigate strategies to increase parent engagement in all schools including our PTO, Citywide Parent Council, friends of Lowell High School and School Site Council.</p>		Ongoing
5. SSS	04/26/18	<p style="text-align: center;"><u>LHS Emergency Evacuation</u></p> <p>[By Connie Martin]: Requesting that the committee be updated on the recent emergency evacuation of Lowell High School including specific recommendations for improving safety for students during such events.</p>		



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6. SSS	04/26/18	<u>Reconfiguring of Schools</u> [By Connie Martin]: Request that the Administration provide the committee with a comprehensive report outlining all plans for reconfiguring schools for the FY 18-19 school year.		