



LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: April 26, 2018
Time: 6:30PM
Location: Stoklosa School Auditorium
560 Broadway Street, Lowell, MA 01854

1. SALUTE TO FLAG

2. ROLL CALL

On a roll call at 6:36 p.m., all members were present, namely: Mr. Descoteaux, Ms. Doherty, Mr. Hoey, Mr. Lay, Ms. Martin, Mr. Nutter and Mayor Samaras.

Sophia Marsden, LHS Student Representative, was also present.

3. SPECIAL ORDER OF BUSINESS

3.I. Superintendent's Recommended FY2019 Budget

Superintendent Khelfaoui gave a PowerPoint presentation to the Committee about the FY 2019 recommended budget and noted that the Principals as well as the Head of School were involved in the budget discussions. The PowerPoint presentation was a budget overview that provided the baseline funding for Pre-K through Grade 12 and Adult Education for all educational programs. He also stated that Chapter 70 is the Commonwealth's school finance statute and provides the Pre-K through Grade 12 net school spending requirement for all school districts in Massachusetts. Superintendent Khelfaoui addressed the following issues in the presentation to the Committee:

- Chapter 70 and Local Aid
- Cash Contributions
- Net Cash Decreases
- 2018-2019 Operating Budget
- Programmatic Changes and Budget Impact
 - STEM Academy @ Rogers School
 - Reilly/Moody Schools
 - CSA Day School
 - Cardinal O'Connell School



- B.R.I.D.G.E. Program
- Early Childhood Center @ Cardinal
- Lowell High School
- Sullivan School
- Other Personnel Additions
- Other Personnel Reductions
- Additional Non-Personnel Reductions
- Balanced Budget

Mr. Nutter wanted additional information about Adult Education. He stated that we educate Pre-K through 12 and that the City should pay for Adult Education.

Ms. Martin asked about the Pre-K expansion and asked for actual numbers that are driving the need.

Ms. Doherty asked for a comprehensive breakdown about the 43 positions that are being proposed to be cut. She also asked for job descriptions for the positions for the Title I Director, Department Chair and the Social Worker Coordinator positions. She asked for more information about the Cardinal and the number of staff and the number of students being served as well as additional information about the Day School and what the actual numbers are, what the total savings are and what are the staffing increases, etc.

Mr. Hoey liked the idea of 5th graders going to the Reilly/Moody and gave the Administration kudos for the budget that was presented.

Mr. Nutter asked about the 5th graders staying at the Reilly/Moody and are they considered elementary. Dr. Khelifaoui answered yes.

Ms. Martin wants to know more about the charter school not giving the School Department the \$400,000 and about the charter schools changing their starting times.

Mr. Lay stated that he doesn't feel good about cutting staff who meet with students.

Mr. Hoey stated that he thinks the Robinson needs a Dean of Discipline.

Mr. Nutter asked about the library aides and about sharing positions with a campus model.

Ms. Doherty asked if the library aides' job description has been changed relative to discussions that took place last year.

Dr. Khelifaoui stated that they haven't and that's something that needs to be done with the union.

The Committee would like a copy of the PowerPoint Presentation as well as have it posted online.

Mr. Descoteaux made a motion to accept the Superintendent's Recommended FY2019 Budget as a report of progress; seconded by Mr. Nutter. 7 yeas APPROVED

4. MINUTES

4.I. Minutes: Approval of the Minutes of the regularly scheduled Lowell School Committee Meeting of Wednesday, April 4, 2018

Mr. Descoteaux made a motion to accept the minutes and to place them on file; seconded by Mr. Hoey. 7 yeas APPROVED



5. PERMISSION TO ENTER

5.I. Permission to Enter: April 26, 2018

Ms. Doherty made a motion to approve the Permission to Enter; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

6. MEMORIALS

6.I. Memorial - Martin

Rodger Francis Martin, father of retired Lowell High Head of School, Brian Martin, father-in-law of Lainey Martin, Moody Elementary School and grandfather-in-law of Brittany Martin, Pawtucketville Memorial Elementary School.

7. MOTIONS

7.I. [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.

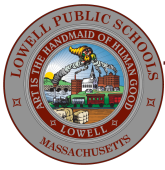
This motion was withdrawn.

Mr. Nutter made a motion to ask the Superintendent to provide the School Committee with a projected end of the year surplus and any monies that need to be transferred to the circuit breaker account; seconded by Ms. Doherty. 7 yeas APPROVED

The below motions were inadvertently left on the agenda:

Ms. Martin made a motion 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; seconded by Ms. Doherty. 7 yeas APPROVED

Ms. Martin made a motion requesting that the administration provide the Committee with a comprehensive report outlining all plans for reconfiguring schools for the FY18-19 school year; seconded by Ms. Doherty. 7 yeas APPROVED



8. SUBCOMMITTEES

8.I. Student Support Services Subcommittee Meeting: Report and Approval of the Minutes of the Meeting of April 4, 2018 [Jackie Doherty, Chairperson]

Jackie Doherty, Chairperson of the Student Support Services Subcommittee, spoke to the Subcommittee about the National Standards for Social Workers stating that Social Workers in school buildings should be provided to students at a ratio of one (1) Social Worker to each school building servicing up to two hundred and fifty (250) general education students and that currently Lowell Public Schools has forty-three (43) Social Workers. She stated that in December 2017 and January 2018, the district looked at the number of 51A's, mobile teams that visit schools to do assessments, and 911 calls or Section 12's (involuntary trips by students to emergency rooms). During these months it showed that thirty-three (33) students were hospitalized and that number only reflects the cases that the district was made aware of (some students are hospitalized on weekends and the district doesn't necessarily receive that information). She spoke about the professional development that is being done with teachers and how it's providing them with best practices. She concluded speaking about the social/emotional supports in our schools.

Ms. Doherty made a motion to accept the report as a report of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

9. REPORTS OF THE SUPERINTENDENT

9.I. 2018 Graduation Dates And Lowell High School Commencement Speaker

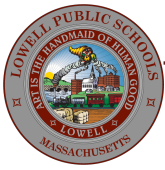
Superintendent Khelfaoui informed the Committee that Lowell High School's graduation will be held on June 6, 2018 and the Adult Education graduation will be held on June 1, 2018.

Mr. Nutter made a motion to accept the following Reports of the Superintendent 9.I, through 9.VI as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.II. Program Staffing Ratio Report

Ms. Doherty made a motion to defer the Program Staffing Ratio Report to a Special Education Subcommittee meeting; seconded by Ms. Martin. 7 yeas APPROVED

Mr. Nutter made a motion to accept the following Reports of the Superintendent 9.I, through 9.VI as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED



9.III. Response to Andy Descoteaux's Motion of 04/04/18 Regarding Lowell's Budget Before Ed Reform

Superintendent Khelfaoui provided a copy of the report that he received from Bryan Perry, City Auditor regarding information about Lowell's budget before Ed Reform. The Committee asked for clarification on how much money the city contributed. Superintendent Khelfaoui said that he would invite the City Auditor to a future meeting for more information on this matter.

Mr. Nutter made a motion to accept the following Reports of the Superintendent 9.I, through 9.VI as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.IV. Response to Gerry Nutter's Motion Of 03/21/18 Regarding Admission to LHS Latin Lyceum

Marianne Busted, Head of School provided a report that showed the Committee the admissions data for the past five (5) years, including the most current numbers from the incoming class of 2022. The report also included a graph that showed data from the class of 2018 through the class of 2022 and spreadsheets that listed, by school, the number of students who were accepted, and the current number of students from that cohort who are enrolled as of April 2018.

Mr. Nutter made a motion to accept the following Reports of the Superintendent 9.I, through 9.VI as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.V. Report on Motions

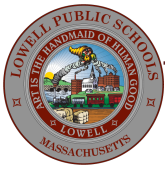
Superintendent Khelfaoui provided the most updated report on outstanding motions and welcomed any questions.

Mr. Nutter made a motion to accept the following Reports of the Superintendent 9.I, through 9.VI as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.VI. Enrollment Figures

The district enrollment report provided to the Committee showed the breakdown by school and grade through April 18, 2018.

Mr. Nutter made a motion to accept the following Reports of the Superintendent 9.I, through 9.VI as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED



10. NEW BUSINESS

10.I. Day School Location

Jennifer McCrystal, Special Education Director gave a PowerPoint presentation regarding the proposed new site for the CSA Day School. The School Department requested that the City of Lowell solicit proposals for classroom space for a CSA Day School. The request was for a three (3) year lease for approximately 12,000 square feet beginning with the FY 2019 school year. The opening of the RFP was on April 3, 2018 and two (2) proposals were submitted (60 Carlisle Street and 144 Merrimack Street). On Wednesday, April 11, 2018 a team of five (5) Lowell Public School employees conducted site visits for potential day sites as outlined in the RFP. The team consisted of general education and special education staff; the team was in complete agreement that the space at 60 Carlisle Street met thirty (30) of the thirty-one (31) program requirements while the space at 144 Merrimack Street only met twenty-six (26) of the thirty-one (31) requirements. The PowerPoint presentation included pictures of both sites.

Ms. Doherty made a motion to approve a three (3) year lease with The Daly Group for the CSA Day School location at 60 Carlisle Street; seconded by Mr. Descoteaux. 7 yeas APPROVED

10.II. Grant Award: Vote to Accept Grant Award of \$2,500 for Middle School Robotics from Kronos.

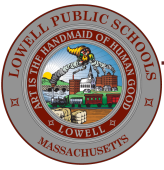
Robin Desmond, Assistant Superintendent of Curriculum, Instruction and Assessment informed the Committee that Kronos has committed \$2,500 in support of Lowell's middle school robotics program.

Mr. Hoey made a motion to accept the grant award of \$2,500 for Middle School Robotics from Kronos; seconded by Mr. Descoteaux. 7 yeas APPROVED

10.III. NCJFCJ Research Proposal

Jeannine Durkin, Deputy Superintendent for Student Support Services, provided an update relative to a National Council of Juvenile and Family Court Judges (NCJFCJ) research project that Judge Blitzman requested a team from the Lowell Public Schools participate in this spring. Lowell's involvement includes a one-time sixty (60) to ninety (90) minute commitment for participants. NCJFCJ is funded by the National Institute of Justice (NIJ) to conduct research on decisions made about behavior and discipline incidents that originate in school and may lead to a justice system referral.

Mr. Hoey made a motion to approve the NCJFCJ Research Proposal; seconded by Mr. Descoteaux. 7 yeas APPROVED



10.IV. Budget Transfer

Department:		SCHOOLS				
TRANSFER TO:						
Account #				Description	Amount	
Org.	Object	Project	DESE Function			
99320116	577615		3300	SPED Transportation	\$ 402,552.00	
99348012	577615		3300	Transportation - Regular Ed	\$ 57,520.00	
				TOTAL	\$ 460,072.00	
TRANSFER FROM:						
Account #				Description	Amount	
Org.	Object	Project	DESE Function			
99345006	563600		5200	Employee Health Insurance	\$ 460,072.00	
				TOTAL	\$ 460,072.00	

Reason for Transfer: Adjustments to expend the budget.

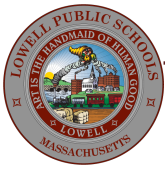
Mr. Descoteaux made a motion to approve the budget transfer; seconded by Mr. Hoey. 7 years APPROVED

10.V. Job Position Changes

Gary Frisch, Assistant Superintendent for Finance, provided a report to the Committee that informed them that the previous Assistant Business Manager resigned the position in October 2017 and the position has remained unfilled in order to save money in the current year and better assess overall operations of the business office. The Transportation Manager position became vacant on April 13, 2018. The Assistant Superintendent recommended replacing the Assistant Business Manager and the Transportation Manager into one combined position. The report also provided a job description.

Three Committee members expressed concerns over the job description and the merging of the two positions.

Mr. Nutter made a motion to defer this report to the next School Committee meeting with a revised job description for further discussion; seconded by Ms. Martin. 5 years, 2 nays APPROVED



11. CONVENTION/CONFERENCE REQUESTS

11.I. Trip To Michigan - Newell

Request permission for Melissa Newell, Coordinator of Language Arts & Literacy K-12, to attend nErD Camp in Parma, Michigan on July 9th and 10th. The total cost for the workshop is free. Title 1 will reimburse up to \$850 to cover the total cost for the air, hotel, meals and car accommodations. No substitute teacher is needed.

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

11.II. LHS- Trip to White Plains, New York

Request permission for fifteen [15] student athletes along with two [2] Lowell High School Coaches, David Casey and Scott Ouellet to attend the 51st Annual Glen D. Loucks Games in White Plains, New York on Friday, May 11th returning Saturday, May 12, 2018. All travel expenses will be paid by the students and Coaches. The cost of the fees in the amount of \$225 will be paid by the Athletic Department. There is no other cost to Lowell High or the School Department.

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

11.III. LHS - AFJROTC Service Drill Nationals

Request permission for MSgt Kevin Casilli and MSgt Davis Smith to attend the Service Drill Nationals in Daytona, Florida on Friday, May 4th through Monday, May 7, 2018. The cost of the substitutes in the amount of \$205 will be paid by Professional Development budget. There is no other cost to Lowell High or the School Department.

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

12. PROFESSIONAL PERSONNEL

12.I. UTL- Sick Leave - Silva

The Members of the United Teachers of Lowell hereby donate sixteen [16] sick leave days to Maria Silva, Food Services Lowell High School.

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



12.II. UTL- Sick Leave - Dillon

The Members of the United Teachers of Lowell hereby donate one [1] sick leave days to Katie Dillon, Greenhalge High School Teacher.

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

12.III. UTL- Sick Leave - Murphy

The Members of the United Teachers of Lowell hereby donate thirty [30] sick leave days to Daniel Murphy, Lowell High School Teacher.

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



13. ADJOURNMENT

Mr. Nutter made a motion to adjourn at 9:29 p.m.; seconded by Mr. Hoey. 7 yeas APPROVED

Respectfully submitted,

**Dr. Salah E. Khelifaoui, Superintendent and
Secretary to the Lowell School Committee**

SEK/mes