



# LOWELL SCHOOL COMMITTEE

## *REGULAR MEETING MINUTES*

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**Date:** February 13, 2019  
**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 6:35 p.m., members present were, namely: Mr. Hoey, Mr. Lay, Ms. Martin, Mr. Nutter, Mr. Descoteaux and Ms. Doherty. Mayor Samaras was absent.

### 3. SPECIAL ORDER OF BUSINESS

3.I. Appointment of Jeannine M. Durkin as Superintendent of Schools

Ms. Martin made a motion to defer agenda item #3.I. Appointment of Jeannine M. Durkin as Superintendent of Schools, item #5.I. Approval of Contract for Jeannine M. Durkin as Deputy Superintendent for Student Support Services from July 1, 2018 to June 30, 2021 and agenda item #10.I. Election of Jeannine M. Durkin as Secretary to the Lowell School Committee to the next Lowell School Committee meeting; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

### 4. MINUTES

4.I. Minutes: Approval of the Minutes of the Regular School Committee Meeting of Wednesday, February 6, 2019

Ms. Martin made a motion to accept the minutes and to place them on file; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED

### 5. PERMISSION TO ENTER

5.I. Approval of Contract for Jeannine M. Durkin as Deputy Superintendent for Student Support Services from July 1, 2018 to June 30, 2021

Ms. Martin made a motion to defer agenda item #3.I. Appointment of Jeannine M. Durkin as Superintendent of Schools, item #5.I. Approval of Contract for Jeannine M. Durkin as Deputy Superintendent for Student Support Services from July 1, 2018 to June 30, 2021 and agenda item #10.I. Election of Jeannine M. Durkin as Secretary to the Lowell School Committee to the next Lowell School Committee meeting; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED



5.II. Approval of Contract for Billie Jo Turner as School Business Administrator and Assistant Superintendent for Finance and Operations from July 1, 2019 to June 30, 2022

**Mr. Nutter made a motion to approve the Contract for Billie Jo Turner as School Business Administrator and Assistant Superintendent for Finance and Operations from July 1, 2019 to June 30, 2022; seconded by Mr. Hoey. 5 yeas, 1 nay, 1 absent APPROVED**

5.III. Permission to Enter: February 13, 2019

**Mr. Descoteaux made a motion to approve the Permission to Enter; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED**

## 6. MEMORIALS

6.I. **Mary Alice Hoffman Nelson**, Mother of KC Nelson, ICTS Manager.

## 7. MOTIONS

7.I. **[By Gerard Nutter]**: School Committee vote to keep and fully fund General / Labor Counsel Position in 2019/2020 budget and schedule an Executive Session on a quarterly basis for regular updates on all legal matters.

**Mr. Nutter made a motion to approve; seconded by Mr. Hoey.**

**Mr. Nutter made a motion to defer agenda item #7.I. School Committee vote to keep and fully fund General / Labor Counsel Position in 2019/2020 budget and schedule an Executive Session on a quarterly basis for regular updates on all legal matters to the March 19, 2019 Lowell School Committee meeting ; seconded Mr. Hoey. 6 yeas, 1 absent APPROVED**

7.II. **[By Connie Martin]**: Requesting that the School Committee launch its search for a new Superintendent of Lowell Public Schools. Immediate actions should include: Posting the revised job posting in appropriate journals and other publications, contract with Massachusetts Association of School Committee to manage the search, solicit community involvement from a range of stakeholders for participation in a Blue Ribbon Screening Committee, establish a timeline for deadlines, meetings, interviews, site visits and final selection of a qualified candidate.

The following people registered and spoke on agenda item 7.II:

Hope Anderson  
Nicole Bernier  
Paul Georges

**Ms. Martin made a motion to approve; seconded by Mr. Nutter.**



Ms. Martin made a motion requesting that the School Committee launch its search for a new Superintendent of Lowell Public Schools and to post the revised job posting in appropriate journals and other publications; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

Ms. Martin made a motion to enter into a contract with Massachusetts Association of School Committees to manage the search and solicit community involvement from a range of stakeholders; seconded by Mr. Nutter. 5 yeas, 1 nay, 1 absent APPROVED

Ms. Martin made a motion requesting the School Committee develop a Blue Ribbon Screening Committee, establish a timeline for deadlines, meetings, interviews, site visits and the final selection of a qualified candidate; seconded by Mr. Lay. 6 yeas, 1 absent APPROVED

Ms. Martin made a motion to have a Personnel Subcommittee during the week of February vacation for further discussion; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

## **8. SUBCOMMITTEES**

**8.I. Joint Finance and Transportation Subcommittee:** Report and Approval of the Meeting of Monday, February 4, 2019 [Gerard Nutter, Chairperson and Jackie Doherty, Chairperson]

Mr. Nutter, Chairperson of the Finance Subcommittee moved to accept this report as a report of progress. The Joint Finance and Transportation Subcommittee meeting addressed rezoning the district to neighborhood schools and transportation.

**Mr. Nutter made a motion to accept the report as a report of progress; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**

## **9. REPORTS OF THE SUPERINTENDENT**

**9.I. Response to Jackie Doherty's Motion of April 4, 2018 Regarding Schools' Outdoor Play Space.**

Billie Jo Turner, Assistant Superintendent for Finance informed the Committee that a survey was sent to the schools regarding outdoor play space. The survey included the following: location, use frequency, access to a bathroom, well maintained, play structures, protective surfacing, disrepair, safety concerns, and dangerous equipment.

**Mr. Nutter made a motion to send this report to the City Council Facilities and City Council Parks and Recreation Subcommittees with additional information (broken down by school) to make them aware of these issues; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**



**9.II. Response to Jackie Doherty’s Motion of December 19, 2018 Regarding The Work Of The Citywide Family Council.**

Rebecca Duda, Family Resource Coordinator provided a report that included a detailed timeline of the Council’s work to date. Members of Project Learn and the Citywide Family Council presented a PowerPoint presentation to the Committee showing their work to date.

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**

**9.III. Response to Gerard Nutter’s Motion of September 19, 2018 Regarding Bailey School Gym – Wall Padding**

Billie Jo Turner, Assistant Superintendent for Finance informed the Committee that Ricky Underwood, Director of Facilities, sought quotations for the Bailey School gym wall padding. The two (2) quotes that were received were included in the report.

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**

**9.IV. Response to Gerard Nutter’s Motion of April 4, 2019 Regarding a Policy on Service Animals.**

Attorney James Hall provided a report informing the Committee that he reviewed the law related to service animals in schools. He also reviewed several policies from other districts. Attorney Hall recommended that the Lowell School Committee consider adopting a policy related to the presence of animals on school property.

**Mr. Nutter made a motion to refer agenda item # 9.IV. Response to Gerard Nutter’s Motion of April 4, 2019 Regarding a Policy on Service Animals to a Policy Subcommittee meeting for further discussion; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED**

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**

**9.V. Business Office Update**

Billie Jo Turner, Assistant Superintendent for Finance provided a report to the Committee that informed them that mid-year increases have been done as well as informing them that the Creegan Studio experienced system failures and the cost to replace the server is approximately \$100,000. Assistant Superintendent Turner has contacted the city requesting PEG funds in next year’s budget. The report also gave updates on the Use of Facilities and Human Resources. The report also informed the Committee that the food service bid was posted and the deadline is February 25, 2019.

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**



#### 9.VI. Grant Update and Award

Acting Superintendent Durkin informed the Committee that the Lowell Public Schools was recently awarded a Massachusetts Department of Elementary and Secondary Education grant entitled (FY19) 21<sup>st</sup> Century Community Learning Centers (CCLS) – Enhanced Programs for Students on an IEP for \$40,000.

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**

#### 9.VII. Enrollment Figures

The district enrollment report provided to the Committee showed the breakdown by school and grade through February 8, 2019.

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**

#### 9.VIII. Report On Motions

Acting Superintendent Jeannine Durkin provided the monthly report on the status of outstanding motions and asked the Committee if they had any concerns or questions.

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**

#### 9.IX. Personnel Report

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

**Mr. Lay made a motion to accept the following Reports of the Superintendent 9.I through 9.IX as reports of progress; seconded by Ms. Descoteaux. 6 yeas, 1 absent APPROVED**

### 10. NEW BUSINESS

#### 10.I. Election of Jeannine M. Durkin as Secretary to the Lowell School Committee

Ms. Martin made a motion to defer agenda item #3.I. Appointment of Jeannine M. Durkin as Superintendent of Schools, item #5.I. Approval of Contract for Jeannine M. Durkin as Deputy Superintendent for Student Support Services from July 1, 2018 to June 30, 2021 and agenda item #10.I. Election of Jeannine M. Durkin as Secretary to the Lowell School Committee to the next Lowell School Committee meeting; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED



**10.II. Budget Transfer**

<b>Department:</b>	<b>SCHOOLS</b>					
<b>TRANSFER TO:</b>						
<b>Account #</b>					<b>Description</b>	<b>Amount</b>
<b>Org.</b>	<b>Object</b>	<b>Project</b>	<b>DESE Function</b>			
91510112	544400		<b>2300</b>		Greenhalge SA - General Supplies	\$ 887.59
98510612	544400		<b>2300</b>		Daley SA - General Supplies	\$ 19.93
92537025	530002		<b>2350</b>		Molloy SA - Prof Dev	\$ 500.00
91920109	544400		<b>2300</b>		Laura Lee SA - General Supplies	\$ 1,500.00
93010112	544400		<b>2300</b>		Morey SA - General Supplies	\$ 753.95
93010124	541000		<b>2450</b>		Morey SA - Technology Exp	\$ 2,000.00
99031009	544400		<b>3500</b>		LHS Athletics - Supplies	\$ 2,000.00
99031003	512114		<b>3500</b>		LHS Coaches - Intramural	\$ 2,400.00
					<b>TOTAL</b>	\$ 10,061.47
<b>TRANSFER FROM:</b>						
<b>Account #</b>					<b>Description</b>	<b>Amount</b>
<b>Org.</b>	<b>Object</b>	<b>Project</b>	<b>DESE Function</b>			
91510105	512111		<b>3520</b>		Student Body Activity	\$ 887.59
98541112	512111		<b>2250</b>		Student Body Activity	\$ 19.93
92541106	530002		<b>2200</b>		Contracted Services	\$ 500.00
91937019	530002		<b>2350</b>		Laura Lee SA - Prof Dev	\$ 1,500.00
93037030	530002		<b>2350</b>		Morey SA - Prof Dev	\$ 658.00
93041112	512111		<b>2250</b>		Student Body Activity	\$ 2,095.95
99031012	577615		<b>3500</b>		LHS Athletics - Transportation	\$ 2,000.00
99031006	530002		<b>3500</b>		LHS Athletics - Contracted Svcs	\$ 2,400.00
					<b>TOTAL</b>	\$ 10,061.47

Reason for Transfer: Adjustments per school requests to expend the budget

**Ms. Martin made a motion to approve the budget transfer of \$10,061.47; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED**

**10.III. Revised FY19/20 Recommended Budget Calendar**

**Mr. Nutter made a motion to approve the Revised FY19/20 Recommended Budget Calendar; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**



## **11. PROFESSIONAL PERSONNEL**

### **11.I. UTL - Donated Sick Days**

The Members of the United Teachers of Lowell hereby donate Twenty [20] sick leave days to Patricia Williams, Lowell High School teacher.

**Mr. Hoey made a motion to approve; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**



## 12. ADJOURNMENT

**Ms. Martin made a motion to adjourn at 8:13 p.m.; seconded by Mr. Descoteaux. 6 yeas, 1 absent  
APPROVED**

**Respectfully submitted,**

**Jeannine M. Durkin, Acting Superintendent and  
Acting Secretary to the Lowell School Committee**

**JMD/mes**