



LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: March 20, 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 6:31 p.m., members present were, namely: Mr. Nutter, Mayor Samaras, Mr. Descoteaux, Ms. Doherty, Mr. Hoey and Mr. Lay. Ms. Martin was absent.

3. SPECIAL ORDER OF BUSINESS

3.I. Spotlight on Excellence- LHS Student Book: We Are America

The Spotlight on Excellence featured twenty-eight (28) students from Lowell High School that recently published a book called: We Are America. The students are all part of the Seminar on American Diversity, offered at Lowell High School. Their teacher, Jessica Lander, addressed the Committee and asked three (3) students to speak about their book to the Committee.

3.II. Public Hearing Inter-District School Choice Program

The Public Hearing on Inter-District School Choice Program was held and no spoke in favor or in opposition of the Inter-District School Choice Program at Lowell High School.

4. MINUTES

4.I. Minutes: Approval of the Minutes of the Meeting of the Lowell School Committee of Wednesday, March 6, 2019.

Mr. Hoey made a motion to accept and place on file the minutes from the March 6, 2019, Lowell School Committee meeting; seconded by Ms. Doherty. 6 yeas, 1 absent APPROVED

5. PERMISSION TO ENTER

5.I. Permission to Enter: March 20, 20

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



6. MEMORIALS

6.I. Larry Hickey, Constable for Lowell Public Schools

7. MOTIONS

7.I. [By Jacqueline Doherty]: Request the Superintendent provide the committee with a report that examines salary trends in the Lowell Public Schools over the last five years and how we compare with similar and nearby school districts in MA.

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

7.II. [By Jacqueline Doherty]: Request the Superintendent provide the committee with an update report on the Dual Enrollment Program including number of students involved with UML and MCC, courses offered at LHS and at the colleges, and other pertinent information about the program.

Ms. Doherty made a motion to approve; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

8. REPORTS OF THE SUPERINTENDENT

8.I. Project Learn Update

LZ Nunn from Project Learn shared a PowerPoint presentation with the Committee that updated them on the strategic priorities of Project Learn. Their four priorities are:

- Career Pathways (School to Career) – Increase Career Pathways and Internships by 50% in June.
- ArtUP Arts/STEAM Activities – Raise \$1 million by December 2019.
- BookNooks (School Readiness) – Expand to twenty (20) Booknooks, increase distribution by 20%.
- Your Voice Matters – develop routine meetings for Citywide Family Council (CFC) and Student Voice Group.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.I through 8.VII as reports of progress; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

8.II. Response to Dominik Lay’s Motion of April 4, 2018 Regarding the Feasibility of Offering MTEL Workshops

Pina Maggio, LTA Facilitator addressed the Committee and informed them that there is a proposal to offer the Communication & Literacy MTEL workshop to Lowell residents desiring to enter the teaching profession with the Lowell Public Schools. A \$100 dollar fee will be charged to participants, the same fee charged to Lowell Public School employees.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.I through 8.VII as reports of progress; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED



8.III. Department of Labor Standards Report

Acting Superintendent Durkin provided the Committee with the Department of Labor Standards Report. She also informed them that she participated in a meeting on March 14, 2019 with the City Manager, several members of her administrative team, and representatives from the Department of Labor Standards to review the findings, discuss progress to date, and determine next steps. The following three (3) areas will be submitted to the Department of Labor Standards as a result of the meeting:

- Alarm System Protocol
- Preventive Maintenance Calendar/Tracking
- EMG and Boston Mechanical Reports

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.I through 8.VII as reports of progress; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

8.IV. Business Office Update

Assistant Superintendent Turner provided an update to the Committee regarding the bad bills submission. She informed the Committee that months after FY18/19 was closed, bills/unpaid liabilities were still trickling in for past year's obligations. Emails were sent to the Auditor and CFO asking if these bills could be paid using the approximately \$80,000 that was left in the school department accounts. It was explained in the emailed response from the City that despite the unpaid bills, we would have to wait until free cash was certified and then request the remaining Lowell Public Schools' funds. The bad bill submission has been modified to separate the payroll (Ch44 S64 mandate does not include payroll liabilities) and paid bills from the unpaid bills.

She also provided an update on the Human Resources office. The compendium was completed and all open teaching positions have been posted internally on School Stream. The posting will end on March 22nd. She also stated that data was collected on current stipends for Lowell High School that showed the stipend amount per activity along with the number of students enrolled and number of hours of weekly participation. One major inequity was identified. In addition, these stipends don't grow with steps each year as others do. The data will be summarized and presented with a recommendation for equity. Also, all non-affiliated employees were given the same increases from July 1, 2017 to June 20, 2020. The raises will be processed soon with any retroactive owed. She concluded her report informing them that the first retirement workshop was very successful and forty-five (45) people attended.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.I through 8.VII as reports of progress; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED



8.V. 2019 Graduation Dates and LHS Commencement Speaker

Acting Superintendent Durkin informed the Committee that Lowell High School's graduation will be held on June 5, 2019 and Brian Chapman will be the commencement speaker. The Adult Education graduation will be held on June 7, 2019.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.I through 8.VII as reports of progress; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

8.VI. Enrollment Figures

The district enrollment report provided to the Committee showed the breakdown by school and grade through March 15, 2019.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.I through 8.VII as reports of progress; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

8.VII. 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. Descoteaux made a motion to accept the following Reports of the Superintendent 8.I through 8.VII as reports of progress; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

9. NEW BUSINESS

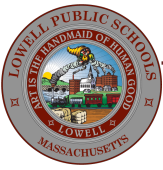
9.I. Vote of Inter-District School Choice

Ms. Doherty made a motion to recommend that the Lowell Public Schools participate in the Inter-District School Choice Program for grades 9 - 12, for the 2019-2020 school year and to allot thirty (30) seats within grades 9 – 12; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

9.II. Food Service Management Contract

The contract with Aramark Educational Services, LLC will expire at the close of this fiscal year. An RFP was developed to solicit proposals for a new one (1) year contract with four (4), one (1) year options for the operation and management of the district food service program. Aramark was the sole provider of a response to the RFP process.

Ms. Doherty made a motion to approve the proposal from Aramark Educational Services, LLC; seconded by Mr. Nutter. 4 yeas, 2 nays, 1 absent APPROVED



9.III. Budget Transfer

Department:		SCHOOLS				
TRANSFER TO:						
Account #				Description	Amount	
Org.	Object	Project	DESE Function			
99312808	539900		2300	Monday Night Band Ensemble	\$	1,000.00
98537031	530002		2350	Daley SA - Prof Dev	\$	7,000.00
93637036	530002		2350	Pawtucket SA - Prof Dev	\$	1,951.97
92537025	530002		2350	Molloy SA - Prof Dev	\$	227.26
90137001	530002		2350	Cardinal SA - Prof Dev	\$	1,182.43
90237002	530002		2350	Bailey SA - Prof Dev	\$	2,033.93
				TOTAL	\$	13,395.59
TRANSFER FROM:						
Account #				Description	Amount	
Org.	Object	Project	DESE Function			
99312804	541500		2400	Supplies - Instrumental Music	\$	1,000.00
98541106	530002		2200	Daley Other Expenditures	\$	7,000.00
93610112	544400		2300	Pawtucket SA - General Supplies	\$	1,951.97
92510112	544400		2300	Molloy SA - General Supplies	\$	227.26
90110112	544400		2300	Cardinal SA - General Supplies	\$	1,182.43
90210112	544400		2300	Bailey SA - General Supplies	\$	1,636.69
90237003	512111		3520	Bailey Student Activities	\$	397.24
				TOTAL	\$	13,395.59

Reason for the transfer: Adjustments at the request of Building Principals and Department Heads to expend the budget.

Mr. Descoteaux made a motion to approve the budget transfer of \$13,395.59; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED



9.IV. Vote to Accept Grant Award of \$5,000 for Lincoln School from MACOM

MACOM generously donated \$5,000 to the Lincoln School. The donated funds will be used to upgrade technology needs at the school.

Mr. Hoey made a motion to accept the Grant Award of \$5,000 to the Lincoln School from MACOM; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED

9.V. Vote to Accept Grant Award of \$15,000 for Lowell High School Athletic Department from Lowell Police Department.

The Lowell Police Department generously donated \$15,000 to the Lowell High School Athletics/Physical Education department. The donated funds will be used for fitness equipment items.

Ms. Doherty made a motion to accept the Grant Award of \$15,000 to the Lowell High School Athletic Department from the Lowell Police Department; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

10. CONVENTION/CONFERENCE REQUESTS

10.I. LHS-Trip To Spain

20 LHS International Language Club members and 3 staff members Mary Ann Dyson, Stephen Gervais and Eric Smith, to travel to Madrid, Cordoba and Sevilla, Spain from Sunday, April 19, 2020 through Sunday, April 26, 2020. There will be no cost to the district as all expenses are being covered by each student traveling. 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. 6 yeas, 1 absent APPROVED

10.II. LHS Business Professional of America

Head of School Marianne Busted, request permission for Lowell High School Business Professional Advisor, Jill Taylor along with 8 members of the Lowell Chapter of the Business Professionals of America to attend the Annual National Leadership Conference in Anaheim, CA from Tuesday, April 30, 2019 through Monday, May 5, 2019. Students will miss 3 days of school. The cost of the conference for student members is: Registration \$145, Room Rate per student varies by the number of student housed in each room for four nights but averages to \$1,330.00. Students will be required to cover the cost of their flight as well as the cost for food and any additional tours of their choice. Additional funds raised through the chapter will help defray the cost of registration and housing.

- Substitute coverage for one teacher will be necessary for three school days for a cost of \$315.00 provided by the Lowell High School Individual School account. This is the only cost to the School.



- Transportation to/from Lowell – Boston for flights to California will be covered through the LHS Student Activities budget: students will be required to cover the cost of their flight; advisor flight will be paid through fundraising and BPA Chapter funds.
- The cost for advisor registration of \$145.00 will be paid through BPA Chapter funds along with the Advisor's flight.
- The advisor hotel for 4 nights of \$1,330.00 will be paid through the BPA Chapter funds.

Mr. Descoteaux made a motion to take and approve all three (3) convention/conference requests together; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

10.III. LHS- AFJROTC

The Lowell High School ROTC cadets, Lt. Col Eileen Ironfield and MSgt Kevin Casilli, TSgt David Smith and MSgt Bruce Kimball, to travel to Fort Devens on Thursday, June 6, 2019 through Sunday, June 9, 2019, with approximately 80-100 cadet students to attend the MA-771's annual Cadet Leadership Course. All costs will be paid by AFJROTC funds, student fundraising and student contributions. The total cost is approximately \$7,000 and two [2] substitutes will be needed for two days. The cost of the substitutes in the amount of \$440 will be paid by LHS individual school budget

Mr. Descoteaux made a motion to take and approve all three (3) convention/conference requests together; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

11. PROFESSIONAL PERSONNEL

11.I. UTL - Keene Donated Sick Days

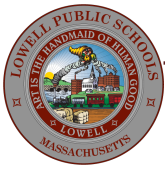
The Members of the United Teachers of Lowell Hereby Donate twenty one [21] Sick Leave Days to Maureen Keene STEM Academy @ Rogers School Paraprofessional.

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

11.II. UTL - Teague - Donated Sick Days

The Members of the United Teachers of Lowell Hereby Donate twenty [20] Sick Leave Days to Patricia Teague Daley School Paraprofessional.

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

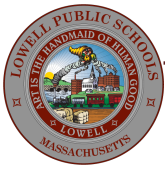


12. EXECUTIVE SESSION

Mr. Lay made a motion to recess at 7:54 p.m., and to enter into Executive Session for the purpose of an update and consideration in regard to negotiations and contract language related to Principals' contracts and an update and consideration in regard to negotiations of an MOA with SEIU, of which open discussion may detrimentally affect the School Committee's position and to adjourn from Executive Session; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED

12.I. Items:

- Update and consideration in regard to negotiations and contract language related to Principals' contracts.
- Update and consideration in regard to negotiations of MOA with SEIU.



13. ADJOURNMENT

**Mr. Lay made a motion to recess at 7:54 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