Lowell Public School Committee

Special Meeting Agenda

Date: August 26, 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 Teleconferenced 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. **PERMISSION TO ENTER**

   4.1. Permission To Enter: August 26, 2020 # 1

   Documents:

PERMISSION TO ENTER - JPH ENGINEERING.PDF
LOWELL PUBLIC- FT EVALUATION.PDF

4.2. Permission To Enter: August 26, 2020 # 2

Documents:

PERMISSION TO ENTER - AUGUST 26, 2020.PDF

5. REPORTS OF THE SUPERINTENDENT

5.1. School Reopening Update

Documents:

SCHOOL REOPENING UPDATE PRESENTATION 8-26-20 (1).PDF

5.2. Facilities Update

Documents:

FACILITIES.PDF

6. UNFINISHED BUSINESS

6.1. Adoption Of Final 2020-2021 School Calendar Following Requested State Waiver Approval

Documents:

1- CALENDAR OPTION FOR 170 SCHOOL DAYS- 2020-2021 SCHOOL CALENDAR.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: jhall@lowell.k12.ma.us

PERMISSION TO ENTER

To: Dr. Joel Boyd, Superintendent of Schools
From: Dr. James Hall, Chief Operating Officer
Date: August 24, 2020

Subject: COVID-19 related Permissions to Enter – August 26, 2020 School Committee Meeting

Fitzmeyer & Tocci Associates, Inc **$29,700.00**
300 Unicorn Park Drive, 5th Floor
Woburn, MA 01801

To acquire engineering services to review the existing HVAC infrastructure types, configurations, and conditions; and provide recommendations to minimize the risk of COVID-19 spread (see Exhibit A attached).

Funding provided by the CVRF School Reopening Grant

FITZEMEYER & TOCCI ASSOCIATES, INC.

August 19, 2020

Dr. James Hall
Chief Operating Officer
Lowell Public Schools
jhall@lowell.k12.ma.us
978.869.1072

Reference: Lowell Public Schools - Covid Evaluation
Lowell, Massachusetts
F&T No. 200520.01

Subject: Engineering Fee Proposal

Dear James:

Thank you for considering Fitzemeyer & Tocci to provide engineering services for the above-referenced project. We propose to provide Mechanical Engineering services as described herein for the following fixed fees:

Basic Engineering Services	$27,500
Estimated Reimbursable Expenses	$2,200

Scope of Work

The project, as we understand it, consists of providing engineering services to review and assess the existing HVAC systems infrastructure for the Lowell Public Schools in Lowell, MA The intent of the investigation is to review the existing HVAC infrastructure types, configurations, and conditions; and provide recommendations to minimize the risk of COVID-19 spread. The buildings include twenty-nine (29) schools ranging from pre-K to 12th grade, and an approximate total size of 2.375million square feet. The scope herein includes:

- Phase 1: Assessment / Recommendation Phase:
  - Review of existing drawings, as-builts (as available), and previous design projects for the spaces under consideration.
  - Perform site visual inspections of the existing systems.
  - Review of existing HVAC system air balancing reports and equipment submittals to assist with the recommendations.
  - Develop a template assessment spreadsheet to communicate the evaluation results and recommended strategies. The intent is an easily understood snapshot of the existing systems conditions & capabilities, and the recommended actions to maximize safety of the occupants and minimize spread risk. The majority of the solutions will be HVAC-based, but will also include electrical and plumbing system and fixture improvements.
  - Maintain a running file of the assessment spreadsheet, adding each building as it is evaluated.

Services Not Included

The following services are not included in the fee:

- Phase 2: Implementation Phase
- Preparation of design documents
- Preparation of as-built drawings
- Physical testing services (e.g. test-and-balance)

Additional Info Required

Our fee assumes that we will be provided, at no cost to us or as a reimbursable expense, the following:

- Complete set of electronic files of the building architectural or MEP as-built plans.

Reimbursable Expenses

The following items are not included in the fee and shall be reimbursable to Fitzemeyer & Tocci Associates, Inc. on a monthly basis:

- Printing/plotting and reproduction costs
- Project IT costs
- Travel expenses (mileage, lodging, meals, etc.)
- Courier/delivery and Express Mail charges.

We estimate the reimbursable expenses to be approximately 8% of our fee based upon the items noted above. Reimbursable expenses associated with future change orders will be billed to the base project and will increase the reimbursable expense estimate proportionally. Reimbursable expenses may be billed for a period of time after completion of the study.

Fee Schedule:

Billing will be monthly and will be proportional to the following schedule. Invoices are due within 30 days of the date of invoice:

Milestone	Fee %
Report	100

Hourly Rate Schedule:

Any work or services requested in addition to, or not specifically listed above, shall be billed monthly at our standard hourly rates. Our current hourly rates (subject to change without notice) are:

Position	Rate
Principal/Vice President	$300.00 per hour
Senior Market/Service Leader	290.00 per hour
Engineering Director	290.00 per hour
Market/Service Leader	270.00 per hour
Senior Project Manager	215.00 per hour
Commissioning Manager	210.00 per hour
Engineering Manager	210.00 per hour
Project Manager	195.00 per hour
Engineering Group Leader	195.00 per hour
Senior Engineer	195.00 per hour
BIM Manager	190.00 per hour

Project Engineer	185.00 per hour
Design Engineer	140.00 per hour
Commissioning Engineer	140.00 per hour
Designer (Drafter/CAD Operator)	130.00 per hour
Clerical/Administration	105.00 per hour

Our proposal includes the services as described within this document and in accordance with the attached Terms & Conditions, which are made a part hereof. The proposal shall remain open and valid for a period of 30 days from the date hereof.

If this proposal is acceptable to you in its present form, please return one signed copy for our records. Please initial next to any of the optional services that are approved.

If you require any other standard form of agreement for services to be provided, please prepare the document and send it to us for review.

Please do not hesitate to call if you require any further information, or if you have any questions.

FITZEMEYER & TOCCI ASSOCIATES, INC.

By: _____ _____
Matthew R. Merli, PE
Principal

Date: _____

TERMS AND CONDITIONS

1. Scope of Services: Consultant, as representative of Client, shall perform only those consulting services described in the attached Proposal. Any additional services Client wishes Consultant to perform shall be deemed Changes and entitle Consultant to additional compensation under the Proposal, or as otherwise agreed to by Consultant and Client. The Consultant represents that it is properly licensed in the jurisdiction where the project is located to provide the services required or shall cause such services to be performed by appropriately licensed design professional. The Client acknowledges that the Consultant may, at the Consultants discretion, utilize third party resources for certain service and software capacities to assist with the professional services it provides. Client agrees to third party resources by agreeing to the attached proposal.

2. Standard of Care: Client acknowledges that the Services provided for in this Agreement may require Consultant to make decisions based on experience and engineering judgment, rather than on precise scientific or empirical criteria. Consultant shall endeavor to perform the Services to be under this Agreement in a manner consistent with that level of care and skill ordinarily exercised by other professional consultants performing such Services within the limits prescribed by the Client or set forth in the Proposal, at the same time, in the same locality at the site, and under the same or similar circumstances and conditions. Consultant makes no other representations, either express or implied, as to the findings, recommendations, plans, specifications, professional advice, or other services provided under this Agreement.

3. Additional Services: Client may, at any time, by written order, make changes within the general scope of this agreement in the services or work to be performed. If changes cause an increase in Consultant's cost, or time required for performance, of any services under this Agreement, whether or not changed by any order, an equitable adjustment shall be made, and this Agreement shall be modified in writing accordingly. In the event Client executes a change order for the purpose of, or which has the effect of, replacing Consultant with another consultant, then such a change order shall be treated as a breach of contract.

4. Cost Estimates: Since Consultant has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor(s)' methods of determining prices or over competitive bidding or market conditions, any opinion of construction cost provided for herein are to be made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as an experienced and qualified professional consultant, familiar with the construction industry; but Consultant cannot and does not guarantee that proposals, bids or actual Construction Costs will not vary from opinions of probable cost prepared by Consultant. If Client wishes greater assurance as to Construction Costs Client shall employ an independent cost estimator. Client further understands and agrees that the Consultant has no control over the actual operating costs of any systems designed hereunder. Any estimates of operating costs provided by the Consultant are based upon information provided by manufacturers and utility companies, and the Consultant's experience and qualifications. Consultant cannot and does not warrant that operating costs will not vary from any estimates provided by Consultant.

5. Billing and Payment: Client shall pay Consultant in accordance with the rates and charges set forth in the Proposal. Consultant will submit to Client, at agreed to regular intervals, an invoice of services rendered, and expenses incurred during the previous period. Payment will be due upon receipt of Consultant's invoice. In the event Client fails to pay Consultant within thirty (30) days after invoices are rendered, Client agrees that Consultant shall have the right to consider that event a total breach of this Agreement and upon seven (7) days written notice, the duties, obligations and responsibilities of Consultant under this Agreement may be either suspended or terminated. The Client shall not withhold amounts from the Consultant's compensation to impose a penalty or liquidated damages on the Consultant, or to offset sums requested by or paid to contractors for the cost of changes in the work, unless the Consultant agrees or is liable for the amounts. If applicable, invoice payments from the Client to the Consultant must be current (up-to-date) before Consultant shall submit documents for permit.

6. Suspension/Termination:

A. If the Project is suspended or abandoned in whole or in part, Consultant shall be compensated for all services performed prior to receipt of written notice from the Client of such suspension or abandonment, together with reimbursable expenses then due, and project close-out costs. If the Project is resumed after being suspended for more than sixty (60) calendar days, Consultant shall be entitled to start-up costs and Consultant's compensation shall be equitably adjusted between the Client and Consultant.

B. Client may terminate this Agreement for convenience, at its option, by sending a written Notice of Termination to Consultant. The Notice of Termination shall specify when and which work will be discontinued and when termination shall be effective, provided that no termination shall be effective less than ten (10) calendar days after receipt of the Notice of Termination. No later than thirty (30) calendar days after termination, Client shall pay Consultant for all services performed and charges incurred prior to termination, plus all consequential damages incurred by Consultant indirectly or directly as a result of such termination, including, without limitation, costs and expenses related to putting Project documents in order and rescheduling personnel and equipment.

C. Either party shall have the right to terminate this Agreement for cause if the other party commits a material breach of this Agreement and fails to cure such breach within the time period hereinafter described. A Notice of Default, containing specific reasons for termination, shall be sent to the non-defaulting party, and both parties shall cooperate in good faith to cure the default or defaults stated in the Notice of Default. Termination shall not be effective if the breach has been remedied within ten (10) days after the non-defaulting party's receipt of the Notice of Default or the later date specified in the Notice of Default, or, if the defaulting party has begun to cure such default within such period and diligently prosecutes curing such default to completion (provided that such provision shall not apply to Client's failure to timely pay an invoice). In the event of termination for cause, Consultant shall be paid the same as in the case of termination for convenience and the parties shall have their remedies at law as to any other rights and obligations between them, subject to the other terms and conditions of this Agreement.

7. Ownership of Documents:

A. All documents, including drawings, specifications, estimates, field notes, and other data, prepared or furnished under this Agreement by Consultant, and Consultant's independent contractors and consultants pursuant to this Agreement, are instruments of service in respect of the Project and shall remain the property of the Consultant whether or not the Project is completed. Consultant shall retain ownership of all documents, and any copyright thereto. Client may make and retain copies thereof as is necessary to occupy and operate the Project by Client or others, however, such documents are not intended or represented to be suitable for additions, extensions, alterations, or completion of the Project by another consultant, or use on any other project. Any reuse without written verification or adaptation by Consultant for the

TERMS AND CONDITIONS

specific purpose intended shall be at user's sole risk and without liability or legal exposure to Consultant or its independent contractors or consultants. The Client shall indemnify, defend, and hold harmless Consultant and its independent contractors and consultants from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom. Any such verification or adaptation will entitle Consultant to further compensation at rates to be agreed upon by Client and Consultant.

B. The Client recognizes that data, plans, specifications, reports, documents, or other information recorded on or transmitted as electronic media ("CADD Documents") are subject to undetectable alteration, either intentional or unintentional, due to, among other causes, transmission, conversion, media degradation, software error, or human alteration. Accordingly, the CADD Documents are provided to the Client for informational purposes only and not as an end product. The CADD Documents are instruments of professional service, and shall not be used, in whole or in part, for any project other than that for which they were created, without the express written consent of Consultant. Accordingly, the Client agrees to waive any and all claims against Consultant resulting in any way from the unauthorized alteration, misuse or reuse of the CADD Documents, and to defend, indemnity, and hold Consultant harmless for any claims, losses, damages, or costs, including attorney's fees, arising out of the alteration, misuse or reuse of any CADD Documents.

8. Limitation of Liability: To the fullest extent permitted by law, the total liability, in the aggregate, of Consultant and Consultant's officers, directors, employees, agents, and independent professional associates and consultants, and any of them, to Client and any one claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to Consultant's services, the project or this Agreement, from any cause or causes whatsoever, including but not limited to, the negligence, errors, omissions, strict liability, breach of contract, breach of warranty of Consultant or Consultant's officers directors, employees, agents or independent professional associates or consultants, or any of them, shall not exceed the total compensation received by Consultant under this Agreement, or the amount of available insurance proceeds, whichever is greater.

9. Mediation: Prior to the initiation of any legal proceedings, the parties agree to submit all claims, disputes, or controversies arising out of, or in relation to the interpretation, application, or enforcement of this Agreement to mediation. Mediation shall be conducted under the auspices of the American Arbitration Association in accordance with its existing terms and procedures. The cost of mediation shall be borne equally by the parties. The party seeking to initiate mediation shall do so by submitting a formal written request to the other party to this Agreement and the American Arbitration Association. This Article shall survive completion or termination of this Agreement, but under no circumstances shall either party call for mediation of any claim or dispute arising out of this Agreement after such period of time as would normally bar the initiation of legal proceedings to litigate such a claim or dispute under the laws of the Commonwealth of Massachusetts.

10. Non-Solicitation: To the fullest extent permitted by law, throughout the duration of this Agreement and for a period of eighteen (18) months immediately thereafter, the Client shall not directly solicit, induce, recruit, hire or encourage such any employees of the Consultant to leave the employment of the Consultant for positions of employment with the Client. In the event this provision is found to be in violation of applicable law, then this provision shall be deemed narrowed to the extent necessary to comply with and be enforceable under applicable law.

11. Legal Actions: All legal actions by either party against the other for breach of this Agreement or failure to perform in accordance with the standard of care, however denominated, shall be barred three (3) years from the day after the time Client knew or should have known of its claim or the Date of Substantial Completion, whichever is earlier. Should it become necessary for Consultant to enforce any term of the provisions of this Agreement, or to collect any portion of the amount payable under this Agreement, then all litigation and collection expenses, including but not limited to witness fees, court costs, and attorney's fees shall be paid by Client.

12. Insurance: Consultant is protected by Worker's Compensation Insurance, Employer's Liability Insurance and Professional Liability Insurance. Consultant will furnish certification upon written request. Client agrees that Consultant will not be liable or responsible to Client for any loss, damage, or liability beyond the amounts, limits, exclusions, and conditions of such insurance. To the extent that any damages sustained by Consultant or Client are covered by property insurance, the Client and Consultant waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages. The Client and Consultant shall require their contractors, consultants, agents and employees to make similar waivers in favor of the other parties.

13. Entire Agreement: This Agreement represents the entire and integrated Agreement between Client and Consultant and supersedes all prior negotiations, representations or agreements, either written or oral, and may be amended only by written instruments signed by both Client and Consultant.

14. Applicable State Law: This Agreement shall be governed and construed in accordance with the laws of the Commonwealth of Massachusetts.

15. Headings: Paragraph or section headings in this Agreement are included herein for convenience of reference only and shall not constitute a part of the Agreement or for any other purpose.

16. Waiver: A waiver or failure to strictly enforce any breach or omission shall not constitute a waiver of any subsequent breach or omission unless specifically agreed to in writing by the parties.

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: Joel D. Boyd, Superintendent of Schools

From: Billie Jo Turner, Assistant Superintendent for Finance and Business

Date: August 21, 2020

Subject: Permission to Enter – August 26, 2020 School Committee Meeting

BAYSTATE INTERPRETERS **$ 40,000.00**
55 Lake Street, Suite 300
Gardner, MA 01440

To provide translation and interpretation services for the Lowell Public Schools. Services will include document translation, onsite and remote interpretation.

Funding provided by the School Department Budget: Professional Services

FLORIDA VIRTUAL SCHOOL (FLVS) **$ 813,248.00**
2145 Metrocenter Blvd, Suite 100
Orlando, FL 32835

To provide a learning management solution that monitors student participation, provides access to assessment data, MA standards aligned content, and the ability for families to monitor student progress for grades K-12.

Funding provided by the CVRF School Reopening Grant Program

Lowell Public Schools

School Reopening Update:

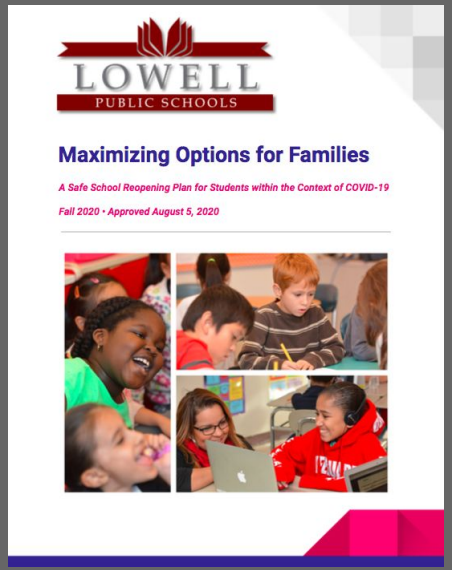
Supporting Teachers and School-Based Staff for In-Person and Remote Learning

August 26, 2020

LOWELL
PUBLIC SCHOOLS

Timeline

- Step 1: By July 31, Districts must complete and submit a preliminary reopening plan to DESE
- Step 2: By August 14, Districts must finalize their comprehensive reopening plans, submit them to DESE and release them publicly.
- Step 3: August 17th, Administrators return and participate in school readiness preparation for a safe school reopening
- **Step 4: August 31st, Teachers/School-based Staff return for the first day of extended professional development as part of the newly adopted school calendar**
- Step 5: Students return - September 17


LOWELL
PUBLIC SCHOOLS

Maximizing Options for Families

A Safe School Reopening Plan for Students within the Context of COVID-19

Fall 2020 • Approved August 5, 2020

Agenda: Preparing for a Safe Reopening

- How will we support teachers and school-based staff to meet the needs of both in-person and remote learners?
- How many seats will be available on Sept 17 at each school, at each grade level and within each program for in-person learning?
- How are we supporting families in choosing between in-person and remote learning to start the school year?

LOWELL
PUBLIC SCHOOLS

Learning Management System (LMS) Update

FLORIDA VIRTUAL SCHOOL

Edgenuity where learning clicks

- Student Participation
- Student Assessments
- Parent Access as an Observer
- Course content
- Embed into Google Classroom
- Embed links to lessons and videos

LOWELL PUBLIC SCHOOLS

Professional Development

Sample School-based Professional Development Schedule

8:00-9:00	Principal Directed COVID Safety and Protocols
9:00-10:00	Principal Directed Teaching and Learning
10:00-11:00	Remote Learning PD
11:00-noon	Team Planning
noon-2pm	Planning/Classroom set-up

LOWELL PUBLIC SCHOOLS

Professional Development

- Team Building Activity
- Operations/Procedures
  - (examples: PPE supplies, classroom set-up, building capacity, in-person protocols, etc…)
- Student Expectations
  - (examples: student attendance, course participation rates, grading, etc…)

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Professional Development

- Staff Expectations
  - (examples: schedule, student/teacher communications, parent/teacher communications, etc…)
- Teaching and Learning
  - (examples: remote learning practices, PD on hardware, PD on software, review adjusted curriculum maps, flipped classrooms, etc…)
- SEL and wrap around supports for students

LOWELL PUBLIC SCHOOLS

In-Person and Remote Seats by School

SCHOOL	In Person Seats	Remote Seats	Total Enrollment
Adie	55		55
Bailey	140	370	510
Bartlett	147	345	492
BRIDGE	11	15	26
Butler	131	440	571
Cardinal	45	96	141
Career Academy	40	42	82
Daley	180	518	698
Greenhalge	136	328	464
Laura Lee	26		26
Leblanc	23		23
LHS	500	2613	3113
Lincoln	128	401	529
McAuliffe	144	365	509

SCHOOL	In Person Seats	Remote Seats	Total Enrollment
McAvinnue	145	369	514
Moody	96	162	258
Morey	141	339	480
Murkland	150	400	550
Pawtucketville	124	374	498
Pyne	152	341	493
Reilly	130	396	526
Robinson	176	523	699
Shaughnessy	130	391	521
STEM	199	674	873
Stoklosa	168	526	694
Sullivan	160	496	656
Wang	190	518	708
Washington	96	101	197

In Person Seats	Remote Seats	Total Enrollment
3763	11143	14906

2020-21 Seat Assignment Process

- To date (8/25), 5,577 forms have been submitted
- Of these forms, 4,458 in-person requests have been submitted
- The open period for submitting in-person requests is August 19-August 27
- Next Steps
  - The data is being examined for duplicate applications
  - The weights are being finalized for the lottery for in-person seats
  - Family outreach calls are being made by central office staff, school-building staff and school-building teams

LOWELL PUBLIC SCHOOLS

Next Steps

- Step 1: By July 31, Districts must complete and submit a preliminary reopening plan to DESE
- Step 2: By August 14, Districts must finalize their comprehensive reopening plans, submit them to DESE and release them publicly.
- Step 3: August 17th, Administrators return and participate in school readiness preparation for a safe school reopening
- **Step 4: August 31st, Teachers/School-Based Staff return for the first day of extended professional development as part of the newly adopted school calendar**
- Step 5: Students return - September 17

Lowell Public Schools

Facilities Analysis

School Committee Presentation - August 26, 2020

LOWELL
PUBLIC SCHOOLS

Lowell Public Schools

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	Riverside/ BRIDGE	Robinson	Stoklosa	Sullivan	Wang	Career Academy	Lowell High & FA
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

*Revised as of 8/24/20

Lowell Public Schools

Building Capacity for In-Person Learning

BUILDING SUPPLIES	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	Riverside/ BRIDGE	Robinson	Stoklosa	Sullivan	Wang	Career Academy	Lowell High & FA
Hand Sanitizer (Gallons) to be procured	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
Betco Disinfectant Concentrate (yields 128 gallons/case)	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	128	256
Disinfectant Spray Bottles	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	24
Waste Disposal Medium																												

*Revised as of 8/24/20

Lowell Public Schools

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	Riverside/ BRIDGE	Robinson	Stoklosa	Sullivan	Wang	Career Academy	Lowell High & FA
SAFETY MESSAGING - (In Place)																												
Social Distancing Signs (produced-placement by 17AUG)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Markings for Desk Spacing	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress	In Progress
Bathroom Signage (produced- placement on 17AUG)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Elevator Signage (produced-placement by 17AUG)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Main Office Delivery Station and Protocol (In Place)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Food Service/Ops - Vendor Delivery Station and Protocol (in Place)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PERSONAL PROTECTIVE EQUIPMENT (available)																												
Face Masks	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	500
Face Shields	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	40
Protective Gowns	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
Nitrile Disposable Gloves	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	4000

*Revised as of 8/24/20

Building Capacity for In-Person Learning

MA DEPARTMENT PUBLIC HEALTH INFORMATION			
Lowell- August 5, 2020- Percent Positivity (Last 14 days)	1.13		
Lowell- August 12, 2020- Percent Positivity (Last 14 days)	1.18		
Lowell-August 19, 2020- Percent Positivity (Last 14 days)	1.34		
Lowell-August 26, 2020- Percent Positivity (Last 14 days)			
Average Daily Incidence Rate per 100,000			
Lowell-August 12, 2020	2.24	code:	green
Lowell-August 19, 2020	2.9	code:	green
Lowell-August 26, 2020			

**Revised as of 8/24/20*

Lowell Public Schools

Building Capacity for In-Person Learning

CAMPUS SEATS	Bailey	Cardinal	Greenhalge	Laura Lee	Lincoln	Adie Day	McAuliffe	McAvinnue	Moody	Morey	Murkland	Pau. Memorial	Reilly	Shaughnessy	Washington	Bartlett	Pyne/Arts	Stem	Butler	Daley	Leblanc	Riverside/ BRIDGE	Robinson	Stoklosa	Sullivan	Wang	Career Academy	Lowell High & FA
																		1 student per 72sqft minimum										
Campus Seats Available Per Square Footage (Conventional)	267	58	294	24	340	x	300	375	165	312	303	387	297	285	231	352	352	531	272	370	105	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	0	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	25*	40	150	150	150	150	40	500
Current seats available (all above considered- 8/17/2020)	140	45	120	20	120	x	120	120	100	140	125	140	125	125	120	140	150	200	150	150	40	40	160	160	150	180	40	500
Current seats available (all above considered-8/24/2020)	130	45	140	25	130	x	150	130	120	150	140	140	125	125	120	140	165	200	150	150	40	40	160	160	150	180	50	500
GOAL- approximate campus seats for start of school	145		136		112		144	145	96	141	150	125	130	130	120	160	152	175	131	180			175	168	160	175		500

*Revised as of 8/24/20

Building Capacity for In-Person Learning

Notes

- Bailey: do not use A117, A120, A125, A110, B105, A012, A009, Library, A106, Gym; windows don't open for 115, 112, 114, 002, 003, 010, 011. (confirmed 22AUG)

- Bartlett: do not use Room 4, review Gym (no windows but many doors to outside) (confirmed 22AUG)

- Butler: First Floor Rm 138, Art Room, Library, Gym, Auditorium, Second Floor, Rm 239, Rm 240, Rm 206, Rm 205

- Cardinal: potential to use almost all classrooms spaces if 22 windows (including hallways) become fully operational to allow for increased ventilation

- Daley: Do not use 309, 313, 311, 307;

- Lincoln: Do not use Gym, 207A, counselor's office, ETC room (updated 22AUG)

Building Capacity for In-Person Learning

Notes

- McAuliffe: Do not use Library, Gym, Art Room, Music Room; the rooms without working windows include 007, 008, 011, 107B, 108, 114, 200, 207, 208, the Cafeteria, and the Main Office.

- McAvinnue: Do not use 105, 106, 108, 109, 116, 116A, 214A, 226, 306A, 306B, Gym, Cafeteria; following spaces need fixed windows - 007, 008, 011, 107B, 108, 114, 200, 207, 208 and the Main Office.

- Morey: Do not use 107, 1-9, 111, 112, 113, 114, Library, Gym, ESL/Computer Lab; hot water system will be replaced prior to start of school; need to monitor progress, but items have been ordered.

- Murkland: Do not use Gym and Cafeteria; Need "stops" in first floor windows - rooms 107, 108, 109, 110, and 111. 107 and 108 are most important for these fixes as classes in those rooms cannot easily be relocated. (updated 22AUG20)

- Pawtucketville: Do not use Art Room, Music Room

Building Capacity for In-Person Learning

Notes

- Pyne Arts: Do not use Room 2008, Gross motor room for CSA, 1015; offices in basement have no windows; Cafeteria, Room 1016, review Gym (has doors which open to outside)(updated 22AUG20).

- Reilly: Do not use Science Center and Computer Lab and OT/PT rooms; (review Gym - does it have window near ceiling) (updated 22AUG20)

- Robinson - Do not use gym, 117, 118, and 119;

- Shaughnessy: Do not use Library, Gym, B105, B121, A117, A115, 202, B132;

- Washington: Do not Use Basement Music Room

Policy Making Process on Building Closure or Repurposing

1. Review of building spaces;
2. Identify spacing issues, problems, concerns;
3. Review issues with building leads;
4. Review potential solutions and options;
5. *Review staff input and recommendations on potential options;*
6. *Collect public input on potential options;*
7. *Consolidation of staff input and public input;*
8. *Conduct cost/benefit analysis on possible solutions;*
9. Present to Cabinet for analysis and discussion;
10. Cabinet recommendation to Superintendent;
11. Superintendent recommendation to School Committee;
12. Provide 48 hour notice of agenda item for School Committee action;
13. School Committee publicly hears recommendation during public comment period;
14. School Committee public discussion of matter;
15. School Committee takes action or requests further information/action; and
16. Execute decision of School Committee.

Superintendent of Schools-Lowell Public Schools- Lowell, MA
2020-2021 School Year Calendar

Monday, August 31, 2020	Staff Return to School to Begin 10 days of Professional Development
Friday, September 4, 2020	No School Labor Day Recess
Monday, September 7, 2020 *	No School – Labor Day
Thursday, September 17, 2020	First Day of School – Grades 1-12
Monday, September 21, 2020	First Day of School – Pre-Kindergarten & Kindergarten
Wednesday, October 7, 2020	**Wednesday - ½ Day Early Release for grades PreK-12**
Monday, October 12, 2020 *	No School – Columbus Day
Tuesday, November 3, 2020	No School for Students -Election Day -Professional Day for Staff
Wednesday, November 11, 2020 *	No School - Veterans' Day Observed
Wednesday, November 25, 2020	**Early Dismissal – Thanksgiving Recess**
Thursday, November 26, 2020 *	No School - Thanksgiving Day
Friday, November 27, 2020 *	No School – Thanksgiving Recess
Monday, November 30, 2020	Schools Re-Open
Wednesday, December 9, 2020	**Wednesday -½ Day Early Release for grades PreK-12**
Wednesday, December 23, 2020	Holiday Vacation Begins at the Close of Day
Thursday, December 24, 2020 *	Christmas Eve
Friday, December 25, 2020 *	Christmas Day [Holiday Break: Thursday, December 24th – Friday, January 1, 2021]
Friday, January 1, 2021 *	New Year's Day
Monday, January 4, 2021	Schools Re-Open
Wednesday, January 13, 2021	**Wednesday - ½ Day Early Release for grades PreK-12**
Monday, January 18, 2021 *	No School – Martin Luther King, Jr. Day
Wednesday, February 10, 2021	**Wednesday - ½ Day Early Release for grades PreK-12**
Friday, February 12, 2021	Mid-Winter Vacation Begins at the Close of School
Monday, February 15, 2021 *	President's Day -[Mid-Winter Vacation: Monday, February 15 – Friday, February 19, 2021]
Monday, February 22, 2021	Monday - Schools Re-Open
Wednesday, March 10, 2021	**Wednesday - ½ Day Early Release for grades PreK-12**
Friday, April 2, 2021 *	No School – Good Friday
Friday, April 16, 2021	Spring Vacation Begins at the Close of School
Monday, April 19, 2021 *	Patriot's Day - [Spring Break: Monday, April 19th – Friday, April 23, 2021]
Monday, April 26, 2021	Schools Re-Open
Wednesday, May 12, 2021	**Wednesday - ½ Day Early Release for grades PreK-12**
Monday, May 31, 2021 *	No School – Memorial Day
June 2021 **(TBD)** Will be on the last day of School	**TBD- ½ Day Early Release for grades PreK-12**
Wednesday, June 16, 2021	170th School Day
Wednesday, June 23, 2021	175th School Day [Includes five (5) Snow Days]

Approved by the Lowell School Committee at their meeting of:
August 26, 2020

* Central Administration, Family Resource Center will be closed in observance of a holiday

Number of School Days Per Month

August	0	January	19
September	10	February	15
October	21	March	23
November	17	April	16
December	17	May	20
		June	12