

# LOWELL SCHOOL COMMITTEE

## *REGULAR MEETING MINUTES*

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**Date:** July 17, 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 6:33 p.m., all members were present, namely: Mr. Lay, Ms. Martin, Mr. Nutter, Mayor Samaras, Mr. Descoteaux, Ms. Doherty and Mr. Hoey.

### 3. SPECIAL ORDER OF BUSINESS

#### 3.I. Introduction of Chief Schools Officer Dr. Linus Guillory

Superintendent Boyd introduced Chief Schools Officer, Dr. Linus Guillory and shared his educational background with the Committee. Dr. Guillory addressed the Committee stating that he is very excited to be here and very much looking forward to serving and supporting our students and families.

#### 3.II. Introduction of Chief Equity and Engagement Officer Latifah Phillips

Superintendent Boyd introduced Chief Equity and Engagement Officer, Latifah Phillips and shared her educational background with the Committee. Ms. Phillips also addressed the Committee stating that it is an honor to serve here and she is very much looking forward to serving our students and families.

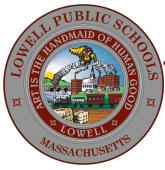
### 4. MINUTES

#### 4.I. Approval of the minutes of the regularly scheduled Lowell School Committee Meeting of Wednesday, June 19, 2019

**Mr. Descoteaux made a motion to accept and place on file the Lowell School Committee minutes from June 19, 2019 and the Special Meeting of July 2, 2019; seconded by Ms. Martin. 7 yeas APPROVED**

#### 4.II. Approval of the minutes of the Special Meeting of the Lowell School Committee of Tuesday, July 2, 2019

**Mr. Descoteaux made a motion to accept and place on file the Lowell School Committee minutes from June 19, 2019 and the Special Meeting of July 2, 2019; seconded by Ms. Martin. 7 yeas APPROVED**



## 5. PERMISSION TO ENTER

5.I. Permission to Enter: July 17, 2019

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

5.II. Contract Approval for Chief Schools Officer

**Mr. Hoey made a motion to approve the contract for Chief Schools Officer; seconded by Ms. Doherty. 7 yeas APPROVED**

5.III. Contract Approval for Chief Equity and Engagement Officer

**Mr. Descoteaux made a motion to approve the contract for Chief Equity and Engagement Officer; seconded by Mr. Hoey. 7 yeas APPROVED**

## 6. MEMORIALS

6.I. Mary Jane Creegan, Retired Lincoln School Principal

## 7. MOTIONS

7.I. [By Andy Descoteaux]: Ask the Superintendent to look into having our Art teachers incorporate teaching cursive to all of our students as part of their Art classes.

Mr. Hoey requested that the Art teachers be asked how they feel about this.

Superintendent Boyd stated that this will be reviewed by Ms. Desmond, Chief Academic Officer.

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

7.II. [By Gerard Nutter And Andy Descoteaux ]: With DESE cancelling the use of Blizzard Bags after the 2019-2020 school year and beyond, request the Administration to look into what possible alternatives may be in the works so that we don't run into the same problems we did a couple of years ago.

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

7.III. [By Gerard Nutter]: Request Finance Subcommittee meet at 5:30 before Aug. 21st School Committee meeting to review closure of 2018/2019 School Year and review how School Committee will be receiving monthly budget updates.

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



## **8. SUBCOMMITTEES**

**8.I. Student Support Services:** Report and Approval of the Meeting of Tuesday, July 2, 2019 [Jackie Doherty, Chairperson]

Ms. Doherty, Chairperson of the Student Support Services Subcommittee informed the Committee that currently the Lowell High School Health Center does not provide birth control and that in the state of Massachusetts, students are allowed to receive reproductive health services and it does not require parental consent.

**Ms. Doherty made a motion to recommend to the whole School Committee to extend contraceptive services at the Lowell High School Health Center; seconded by Ms. Martin. 7 yeas APPROVED**

**Ms. Doherty made a motion to get a report on curriculum for sex education from middle school right up to the high school and see what is being taught in our health classes; seconded by Mr. Nutter. 7 yeas APPROVED**

She then spoke about the Family Resource Center Hours of Operation. Ms. Doherty stated that Ms. Duda and Mr. Descoteaux (Transportation Director) will convene a Committee and they'll present a proposal to the Superintendent that will deal with the center during peak hours and the Superintendent will then bring forward their recommendations to the whole Committee when appropriate.

**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. Superintendent's Entry and Transition**

Superintendent Boyd provided an entry and transition update to the Committee. He stated that he believes that a high quality education is a fundamental civil right of every child we serve. Below are Superintendent Boyd's core beliefs:

- Teaching and Learning are at the core of our work.
- Parents are our partners.
- There is no silver bullet to improving our schools.
- Every adult in the system is accountable for the success of our students.

The Superintendent's entry goals are to assess the district's strengths, challenges and opportunities. To establish relationships with internal and external stakeholders as well as establish a positive presence in the community and establish a broad-based coalition of support for the development of a long-term strategic plan that accelerates learning for all students and narrows the opportunity gaps that exist among Lowell's diverse populations.



In the Superintendent's first twelve (12) days he met with internal and external stakeholders as well as visiting schools and summer programs. Superintendent Boyd had introductory interviews on local media outlets and held meetings with executives and/or board members of partnering organizations. Superintendent Boyd plans to continue listening and learning and planning for sustainable improvement.

**Ms. Doherty made a motion to accept the following Reports of the Superintendent 9.I through 9.V as reports of progress; seconded by Mr. Descoteaux. 7 years APPROVED**

### **9.II. Budget Update for FY18/19**

Ms. Turner, Chief Financial Officer provided the Committee with an YTD budget report as of July 13, 2019. The report will change as year-end bills are paid and other adjustments are made. The available balance of \$1,213,137 will be expended as follows:

- Sick Leave Buyback remaining payments will be approximately \$600,000.
- Food Service Adjustments will be approximately \$567,000.
- Payments for tuition reimbursement, utilities, telephones, etc. will be approximately \$100,000.

She stated that open encumbrances totaling \$2,250,036 will change as bills are applied towards the open purchase order amounts. Ms. Turner concluded by stating that despite many budget adjustments, lack of revolving fund balances to rely on and the payment of bad bills from previous years, the district managed to stay within the budget. Any remaining balances (due to bills possibly coming in lower than expected) will be offset by reversing the food service revolving or circuit breaker charges to allow for quicker replenishing of the revolving accounts that were depleted.

**Ms. Doherty made a motion to accept the following Reports of the Superintendent 9.I through 9.V as reports of progress; seconded by Mr. Descoteaux. 7 years APPROVED**

### **9.III. Budget Update for FY19/20**

Ms. Turner, Chief Financial Officer provided the Committee with a budget update for FY 2019-2020. She stated that transparency and true understanding of the budgeted dollars and actual spending are necessary for excellent decision making. Ms. Turner stated that the Committee will be receiving in their monthly packets a thorough and clear understanding of how the districts dollars are spent. She stated they will receive the following:

- A YTD budget report from Munis that will show the budget dollars, actual spent, encumbered and available balances.
- A monthly projection.
- A monthly spending report that will include a summary report showing what was spent, open encumbrances and a year to date open contract list.
- A monthly review of HR summary of changes which will include the number of employees out on leave, resigned, retired, etc.



- A monthly review of grant budgets as well as spending and revolving account balances.
- A monthly update on the number of students on our out of district tuition list with the impact on the budget.
- A monthly transportation form will be submitted that shows the number of students and vehicles budgeted along with any changes due to increased students.
- A monthly one to one para reconciliation will occur to ensure accuracy between the special education department and the actuals.

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

#### **9.IV. Report On Motions**

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

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

#### **9.V. Enrollment Figures**

The district enrollment report provided to the Committee showed the breakdown by school and grade through July 12, 2019.

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

#### **9.VI. Home Education**

Superintendent Boyd recommended that the following parents/guardians be allowed to home educate their child:

Alisa & Dwight Currie  
51 Rockingham Avenue

Julia Dragni  
71 Jackson Street, Until 207

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

### **10. NEW BUSINESS**

#### **10.I. Election of Secretary**

**Mr. Lay made a motion to approve Superintendent Boyd as Secretary to the Lowell School Committee; seconded by Mr. Hoey. 7 yeas APPROVED**



## 10.II. Appointment to the CREST Board

**Mr. Nutter made a motion to appoint Superintendent Boyd as the representative to the CREST Board; seconded by Ms. Doherty. 7 yeas APPROVED**

## 11. CONVENTION/CONFERENCE REQUESTS

### 11.I. Trip - New York- LHS Cross Country Team

The LHS Boys and Girls Cross Country team of 28 student athletes, along with their coaches: Scott Ouellet, Mary Beth Finn, Nate Kraft, and Nick McArdle, to travel to the Manhattan College Cross Country Invitational in Yonkers, NY from Friday, October 11 through Saturday, October 12, 2019. The Athletic Department will cover the entry fees of \$225. Travel expenses will be paid by the student athletes and coaches. The cost of \$210 for substitute teachers will be paid by the LHS Individual School funds.

**Mr. Hoey made a motion to approve the convention/conference request; seconded by Mr. Nutter. 7 yeas APPROVED**



## **12. ADJOURNMENT**

**Mr. Hoey made a motion to recess at 7:26 p.m.; seconded by Mr. Lay. 7 yeas APPROVED**

**Respectfully submitted,**

**Joel D. Boyd, Ed.D., Superintendent and  
Secretary to the Lowell School Committee**

**JDB/mes**