



**LOWELL PUBLIC SCHOOLS**  
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*Robin Desmond*  
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October 3, 2019

Dr. Joel Boyd, Superintendent of Schools

Please accept this request for an overnight conference for Carolyn Rocheleau, Coordinator of Special Programs, to attend the Massachusetts Farm to School Institute in Pittsfield MA on October 18 & 19, 2019.

A community team from Lowell applied and received support and consultation from Mass Farm to School. Other partners attending include Mill City Grows, Project Learn and ARAMARK. Attending the institute will afford Ms. Rocheleau the opportunity to better support the 21<sup>st</sup> CCLC programs currently operating school gardens.

In order to participate, Carolyn Rocheleau will be out of the district for two days and no substitute will be required in her absence. Costs associated with this conference will be paid by Mass Farm to School and there will be no cost to the district.

Sincerely,

A handwritten signature in cursive script that reads "Robin Desmond".

Robin Desmond  
Chief Academic Officer