

LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: February 19, 2020
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 6:37 p.m., all members were present, namely: Mr. Hoey, Mayor Leahy, Ms. Martin, Ms. Clark, Mr. Descoteaux, Mr. Dillon and Ms. Doherty.

3. SPECIAL ORDER OF BUSINESS

3.1. Spotlight on Excellence – Wang School Performance of Frozen Junior

Susan Uvanni, 232 Nesmith Street, Lowell MA registered and spoke on this agenda item.

The Spotlight on Excellence featured the Wang School Performance of Frozen Junior under the direction of Tricia Neary. The cast sang “Leg it Go” for the Committee and received a standing ovation from everyone in the chamber.

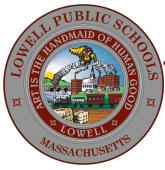
4. MINUTES

4.1. Approval of the Minutes of the Regularly Scheduled Lowell School Committee Meeting of Wednesday, February 5, 2020

Ms. Martin made a motion to approve and place on file the minutes from the Regularly Scheduled Lowell School Committee Meeting of Wednesday, February 5, 2020 and the Special Meeting of the Lowell School Committee of Wednesday, February 5, 2020; seconded by Mr. Hoey. 7 yeas APPROVED

4.2. Approval of the Minutes of the Special Meeting of the Lowell School Committee of Wednesday, February 5, 2020

Ms. Martin made a motion to approve and place on file the minutes from the Regularly Scheduled Lowell School Committee Meeting of Wednesday, February 5, 2020 and the Special Meeting of the Lowell School Committee of Wednesday, February 5, 2020; seconded by Mr. Hoey. 7 yeas APPROVED



5. PERMISSION TO ENTER

5.1. Permission to Enter: February 19, 2020

Mr. Hoey made a motion to approve the Permission to Enter; seconded by Ms. Doherty. 7 yeas APPROVED

5.2. Director of Special Education Michael Lovato, Contract Approval

Mr. Hoey made a motion to approve the contract for Michael Lovato, Director of Special Education; seconded by Ms. Clark. 7 yeas APPROVED

6. MOTIONS

6.1. **[By Mayor John Leahy]**: Request that the Superintendent work with the Fire Department to establish an Opioid Prevention Program at Lowell High School.

Former School Committee member Robert Gignac spoke to the Committee about this agenda item.

Mayor Leahey made a motion to approve; seconded by Mr. Hoey. 7 yeas APPROVED

6.2. **[By Andy Descoteaux]**: Ask the Superintendent to review whether or not ALL of our schools (save the High School) have incorporated recess into their daily schedules.

Mr. Descoteaux made a motion to approve; seconded by Ms. Doherty. 7 yeas APPROVED

6.3. **[By Andy Descoteaux]**: Ask the Superintendent to assign the responsibility to someone in the district to maintain a system-wide calendar of events that will be easy to navigate for all of our parents and staff who would attend many of these events if they knew where they could go on our website to find out.

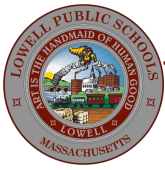
Mr. Descoteaux made a motion to approve; seconded by Mr. Dillon. 7 yeas APPROVED

6.4. **[By Andy Descoteaux]**: Ask the Superintendent to review whether or not some schools had administrative interference in the selection process of their SSC's. It should involve parents only.

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

6.5. **[By Hilary Clark]**: Request the Superintendent provide the committee with a report on the feasibility of procuring licenses for the Smore newsletter software for use at every school in the district. Report back should include cost and plan for implementation including training. Smore is currently in use at the Pyne Arts Magnet School, Washington Elementary and Lowell High School. Benefits include translation of newsletter content into 100 languages and tracks engagement.

Ms. Clark made a motion to approve; seconded by Mr. Dillon. 7 yeas APPROVED



6.6. [By Hilary Clark]: Request the Superintendent provide a status update on the use of the Makerspace's at Lowell High School and the Bartlett Community Partnership School.

Ms. Clark made a motion to approve; seconded by Ms. Martin. 7 yeas APPROVED

6.7. [By Jackie Doherty]: Request the City Solicitor's office review the confidential report "Issues Related to the Office of Human Resources" for completeness and accuracy in preparation to share it with the entire school committee.

The motion was tabled by the Committee as a Whole. 7 yeas APPROVED

6.8. [By Jackie Doherty]: Request the Superintendent develop the spending plan and timeline for informing the committee and engaging the community on how the district will use additional funds generated from the Student Opportunity Act prior to April 1, which is the deadline for submitting to DESE.

Ms. Doherty made a motion to approve; seconded by Ms. Martin. 7 yeas APPROVED

6.9. [By Jackie Doherty]: *Per December 2018 motion*, request the Superintendent invite leaders from the Citywide Family Council to make their annual presentation updating the school committee on their work to engage families.

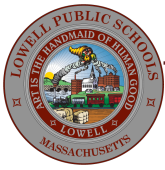
Ms. Doherty made a motion to approve; seconded by Mr. Descoteaux. 7 yeas APPROVED

7. REPORTS OF THE SUPERINTENDENT

7.1. Strategic Planning Update

Ms. Phillips, Chief Equity & Engagement Officer gave the Committee an update on the strategic plan. The following accomplishments to date were shared with the Committee and are as follows:

- Establishment of a coordinated process for school-based instructional plans.
- Reorganized central office structure to provide more effective support and school oversight with more diverse personnel in leadership roles than ever before.
- Completion of mid-year required evaluations for school leaders.
- Restructured support system designed to target support for underperforming schools through Renaissance network.
- Renewed commitment to functioning school site councils with all schools on pace for conclusion of SY 19-20.
- Developing recruitment partnership with higher education institution to strengthen teachers of color pipeline.



- On tract to restore all revolving accounts to appropriate levels of funding.
- Completion of fall pilot program preceding full migration of budget processes from a centrally based system to a school based system in order to achieve fair student funding that is tied directly to student and school community needs.
- Establishment of first formal employee commendation and recognition program resulting in numerous LPS employees being recognized for their hard work and dedication.

Mr. Dillon made a motion to accept the following Reports of the Superintendent 7.1 through 7.6 as reports of progress; seconded by Ms. Clark. 7 yeas APPROVED

7.2. Budget Update

Ms. Turner, Chief Financial Officer provided the following update to the Committee:

- Quarter 2 for FY19/20 Update stated that the midyear forecast remains consistent with the report from Quarter 1 and the district has increased confidence that the previously projected balances from operational efficiencies in the FY19/20 budget will be realized by the end of the fiscal year.
- Payroll balance of approximately \$734,363 due to vacancy savings (timing of hires).
- Transportation balance of \$700,000 due to lower use of special education transportation. (Very volatile account that could change overnight due to increased need of special education or homeless transportation).
- Substitute projection shows a balance of \$132,205, but this is expected to change since historical usage of subs increased during the end of year period.
- Out of district tuition is projected to have a balance of \$893,117 based on current student counts (this too is an unpredictable account and could change instantly and drastically).
- The Health Insurance line is expected to have a balance of nearly \$500,000 due to lower than expected usage.
- Sick Leave Buy Back line is already showing a shortage of \$264,000.

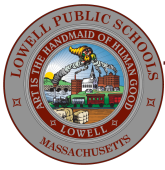
Ms. Turner stated that specific recommendations to fully leverage these balances from budgetary efficiencies for the School Committee consideration will be presented at the next meeting in March, including any required action items regarding budget transfers and/or permission to enter.

Mr. Dillon made a motion to accept the following Reports of the Superintendent 7.1 through 7.6 as reports of progress; seconded by Ms. Clark. 7 yeas APPROVED

7.3. Report on Motions

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

Mr. Dillon made a motion to accept the following Reports of the Superintendent 7.1 through 7.6 as reports of progress; seconded by Ms. Clark. 7 yeas APPROVED



7.3.1. Response to Motion 4. COO of 01/15/19 by Robert Hoey: Pledge of Allegiance

Dr. Hall, Chief Operating Officer provided a report to the Committee informing them that the Chief of Schools surveyed the principals in regard to compliance with Chapter 71, Section 69. The Chief of Schools reminded the principals of the requirement to lead a group recitation of the “Pledge of Allegiance to the Flag” each day in the classroom. It was reported that some schools needed new classroom flags, flag holders, and nylon flags. The district has forty-three (43) flags on hand to fully provide needed flags and replacement flags. The facilities department ordered additional classroom flags, flag holders, and nylon flags. Dr. Hall will provide a further update next month.

Mr. Dillon made a motion to accept the following Reports of the Superintendent 7.1 through 7.6 as reports of progress; seconded by Ms. Clark. 7 yeas APPROVED

7.4. Personnel Report

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

Mr. Dillon made a motion to accept the following Reports of the Superintendent 7.1 through 7.6 as reports of progress; seconded by Ms. Clark. 7 yeas APPROVED

7.5. 2020-2021 School Calendar

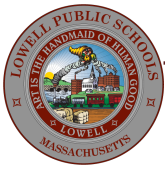
There was a Policy Subcommittee meeting that was held previously and two (2) options were presented for the 2020 -2021 school calendar. Ms. Martin made the below motion regarding the school calendar.

Ms. Martin made a motion to have the administration send out a survey to our families and staff to determine preferences for the FY2020 - 2021 school year around start dates, end dates and various holidays (half day before Thanksgiving and Good Friday) as was discussed during the Subcommittee meeting that was held previous to regularly scheduled School Committee meeting; seconded by Ms. Doherty. 7 yeas APROVED

7.6. 2020-2021 School Committee Meeting Dates

Ms. Doherty made a motion to approve the 2020-2021 School Committee Meeting Dates; seconded by Ms. Martin. 7 yeas APPROVED

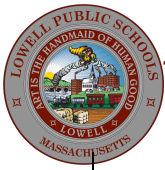
Mr. Dillon made a motion to accept the following Reports of the Superintendent 7.1 through 7.6 as reports of progress; seconded by Ms. Clark. 7 yeas APPROVED



8. NEW BUSINESS

8.1. Budget Transfer

Department:		SCHOOLS				
TRANSFER TO:						
Account #				Description	Amount	
Org.	Object	Project	DESE Function			
95010112	544400		2300	Shaughnessy SA - General Supplies	\$	4,305.00
94010112	544400		2300	Reilly SA - General Supplies	\$	2,000.00
93610112	544400		2300	Pawtucket SA - General Supplies	\$	5,600.00
93037030	530002		2350	Morey SA - Prof Dev	\$	238.96
92537025	530002		2350	Molloy SA - Prof Dev	\$	1,350.00
98437031	530002		2350	Butler SA - Prof Dev	\$	11,296.00
96010112	544400		2300	Stoklosa SA - General Supplies	\$	2,963.00
91920109	544400		2300	Laura Lee SA - General Supplies	\$	550.00
98837034	530002		2350	Sullivan SA - Prof Dev	\$	6,500.00
91510124	541000		2450	Greenhalge SA - Technology Exp	\$	7,726.50
91510112	544400		2300	Greenhalge SA - General Supplies	\$	8,995.00
97537075	530002		2350	McAuliffe SA - Prof Dev	\$	2,000.00
98937034	530002		2350	Wang SA - Prof Dev	\$	651.39
98537031	530002		2350	Daley SA - Prof Dev	\$	4,213.66
99030510	541000		2450	LHS SA - Technology Exp	\$	45,360.00
					TOTAL	\$ 103,749.51
TRANSFER FROM:						
Account #				Description	Amount	
Org.	Object	Project	DESE Function			
95041106	530002		2200	Shaughnessy SA - Other Exp	\$	500.00
95010124	541000		2450	Shaughnessy SA - Tech Exp	\$	2,000.00
95037050	530002		2350	Shaughnessy SA - Prof Dev	\$	1,805.00
94037040	530002		2350	Reilly SA - Prof Dev	\$	2,000.00
93637036	530002		2350	Pawtucket SA - Prof Dev	\$	5,600.00
93010124	541000		2450	Morey SA - Tech Exp	\$	28.56
93010112	544400		2300	Morey SA - General Supplies	\$	210.40
92510112	544400		2300	Molloy SA - General Supplies	\$	1,350.00
98410624	541000		2450	Butler SA - Tech Exp	\$	6,846.00
98441106	530002		2200	Butler Other Expenditures	\$	4,450.00
96037070	530002		2350	Stoklosa SA - Prof Dev	\$	2,963.00
91941102	530002		2200	Laura Lee SA - Other Exp	\$	550.00
98810612	544400		2300	Sullivan SA - General Supplies	\$	6,500.00
91537015	530002		2350	Greenhalge SA - Prof Dev	\$	16,721.50
97510112	544400		2350	McAuliffe SA - Prof Dev	\$	2,000.00



98910612	544400		2300	Wang SA - General Supplies	\$	651.39
98510624	541000		2450	Daley SA - Technology Exp	\$	1,373.66
98541106	530002		2200	Daley Other Expenditures	\$	840.00
98510615	541600		2400	Daley SA - Textbooks	\$	2,000.00
99341227	570102		1400	Admin. Tech. - Hardware	\$	45,360.00
				TOTAL	\$	103,749.51

Reason for Transfer: Adjustment to expend the budget.

Ms. Doherty made a motion to approve the budget transfer of \$103,749.51; seconded by Ms. Martin. 7 yeas APPROVED

8.2. Approval of Upgrade to Food Services Offering for the Remainder of School Year

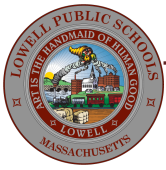
Dr. Hall, Chief Operating Officer provided a communication from Alicia Kent of Aramark stating that she met with her operating team to outline opportunities associated with enhanced food products. She stated that it was her understanding that the district was in agreement with implementing changes to the chicken nuggets, chicken patty, local grown greens, and pizza dough at a cost of \$156,137.41. The communication included the break down by cost for the enhancement of each product.

Ms. Doherty made a motion to approve the upgrade to food services offering for the remainder of the school year in the amount of \$156,137.41; seconded by Mr. Descoteaux. 7 yeas APPROVED

9. CONVENTION/CONFERENCE REQUESTS

9.1. Out of State and Overnight Travel Request: LHS Permission for Krista Earley to attend the College Board's Advanced Placement Program to be held on June 10, 2020 through June 18, 2020 in Kansas City. There are no costs to the School Department Budget. No Substitute is needed.

Ms. Doherty made a motion to take and approve the conference request; seconded Ms. Clark. 7 yeas APPROVED



10. ADJOURNMENT

Ms. Martin made a motion to adjourn at 8:50 p.m.; seconded by Mr. Hoey. 7 yeas APPROVED

Respectfully submitted,

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

JDB/mes