



LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: May 6, 2020
Time: 6:30PM
Location: Join Zoom Meeting
https://zoom.us/j/99268957972?pwd=d21jcFkyNTFhQzJGVFFCNmJhNzVRQT09
Meeting ID: 992 6895 7972
Password: Wednesday

1. SALUTE TO FLAG

2. ROLL CALL

On a roll call at 6:34 p.m., all members were present, namely: Mayor Leahy, Ms. Martin, Ms. Clark, Mr. Descoteaux, Mr. Dillon, Ms. Doherty and Mr. Hoey.

3. SPECIAL ORDER OF BUSINESS

3.1. This Meeting Is Being Held Remotely In Accordance With The Governor Of Massachusetts' March 12, 2020 Order Suspending Certain Provisions Of The Open Meeting Law G.L. C. 30A, Section 20.

Mayor Leahy read to the public that this meeting was being held remotely in accordance with the Governor of Massachusetts' March 12, 2020 order suspending certain provisions of the Open Meeting Law G.L.C. 30A, Section 20.

3.2. 2020-2021 District Wide Strategic Plan and FY21 Level Service Line Item Budget

The following people registered and spoke about the FY21 Level Service Line Item Budget:

- ✓ Fred McOsker
- ✓ Luz Vasudevan
- ✓ Janise Rosario
- ✓ Jennifer Balala
- ✓ Gen Parasole

Superintendent Boyd addressed the Committee and stated the following:

“You will notice that the agenda item before you is not written as a recommendation. I am looking forward to the Committee’s questions, guidance and advice, but this budget book should not be viewed as my recommended budget for FY21 or even my proposed budget for FY21. I am actually not recommending that the Committee take any formal action other than to receive the budget book as a



report of progress to enable continued transparent discussion and responsible fiscal planning in light of the many economic uncertainties brought about by COVID-19. We are just two months from the transition from one fiscal year to another, so having this line item budget in front of the committee tonight and using it as a basis for continued thoughtful discussion is an important step in providing complete transparency to the community as we work to meet the demands of the budget calendar. However, as the Mayor has emphasized repeatedly since we began these discussions, there remains a significant number of critical variables for which we do not have the certainty we would normally expect. There are still far too many unknowns for the Committee to responsibly adopt any type of FY21 budget at this time. The budget outlined within the book that was made public on Friday was built in a way that enables us as a district to continue to move forward with the required budgeting calendar while still remaining flexible to the evolving context we find ourselves in. It is designed based on just one of many plausible scenarios of what revenue might look like for LPS in FY21 – a scenario in which the district receives only 50% of the increase from the Governor’s January proposal.

Although it is highly unlikely, it is still possible that the funding contemplated for school districts in the Governor’s pre-COVID budget will remain intact. Unfortunately, there are several indications – mostly unofficial ones – that will not be the case. As Finance Chair Martin stated during our subcommittee meeting, it is quite possible that we may receive even less revenue than the \$6.7 million of new money required for the line item budget in front of you tonight. One way or another we will likely need to adjust – and potentially in significant ways – as the revenue picture becomes more clear. At this point, the only guidance we have received from DESE is to be prudent, but avoid creating chaos in the community. We believe the conversation tonight reasonably strikes that balance.

A few points to keep in mind before Ms. Turner walks the Committee through this draft budget book.

1. We are expecting the grant application window to open for the K-12 provision of the federal CARES ACT this week or next. Depending on the size and stipulations of the grant, it could significantly alter our known revenue despite the larger scale uncertainties. We will keep the Committee apprised when we receive that official information.
2. All of the contracts the district currently has with its bargaining units will expire on June 30. Those conversations and negotiations remain active and this line item budget does not account for any perceived or forecasted outcomes to those negotiations. To remain consistent with past discussions, within this budget book, all of the contractually required salary increases which took place or are required to take place this fiscal year for both affiliated and non-affiliated personnel are consolidated within one line item of \$5.4 million. That line should be viewed as a fixed cost increase. In future versions of the budget book, that \$5.4 million will be distributed among the relevant employee salary lines.
3. There is a detailed accounting breakdown of the school based budgets within the budget book and a response to the Committee’s request for a further narrative analysis of the rationale for each item within the \$2 million of increases to school budgets will be provided next week.



4. There are two outstanding motions related to job descriptions which I know the Committee is interested in receiving prior to adoption of the FY21 budget, one from Committee Member Doherty and one from Committee Member Dillon. Responses to both will be provided at the next scheduled Committee meeting on the 20th. Again, no action is being recommended tonight.
5. Of some urgency for the district is the timetable before us for utilizing the FY20 cost savings resulting from the closure, largely the savings from our pre-COVID budget forecasts for transportation and substitutes – savings which are essential to purchasing much needed mobile devices for our students for next year. Ms. Turner will speak to the timeline and the options before the Committee, and the Committee should keep in mind that we may need to schedule a special session next week to encumber those funds. We are aware that there are some percolating statewide discussions regarding some type of legislative waiver allowing funds to be carried forward into the next fiscal year, but we don't currently anticipate that waiver being available to the Committee.
6. And lastly, this draft budget - as will be the case with any budget that is brought before the Committee in the future - is part of a coherent approach to funding our 28 schools and our districtwide strategic plan which defines our systemic commitment to equity and places the needs of our students at the center of every decision. This is the key part that is often lost in budgeting, which is why you see one combined item for both the strategic plan and budget in tonight's agenda. Connecting our budget to a coherent approach – namely the strategic plan – maximizes the chance that our investments are both efficient and effective. Efficient in the sense that it is easier as an organization to recognize when expenditures are somehow duplicative and effective in that by leveraging our collective organizational strength, we are better positioned to move all of our goals forward on behalf of Lowell's 14,500 students.

The budget outlined in tonight's budget book does that while adhering to a speculative scenario of 50% less new money coming into the district; an extraordinary budgetary challenge that was met in part by reducing administrative headcount in central office without requiring any furloughs or layoffs and shifting those dollars to school budgets, and also again, leveraging the operational savings realized during the closure. With that I will turn the microphone over to Ms. Turner and look forward to the Committee's continued input as we navigate these uncharted waters."

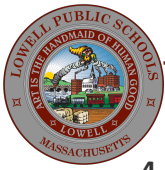
Memorials:

A moment of silence was held for the following:

Brian Dillon, LHS Class of 1974, Member of the LHS Athletic Hall of Fame, brother of Michael Dillion, Lowell Public School Courier and uncle of Michael Dillon, Jr. Lowell School Committee member.

Barbara Hodge, Retired Executive Secretary for the Lowell Public Schools

All who have passed away since our last meeting.



4. MINUTES

4.1. Approval of the Minutes of the Special Meeting of the Lowell School Committee of April 15, 2020

Mr. Hoey made a motion to approve and place on file the minutes from the Special Meeting of the Lowell School Committee of April 15, 2020, Regularly Scheduled Lowell School Committee Meeting of Wednesday, April 15, 2020 and the Special Meeting of the Lowell School Committee of Monday, April 27, 2020; seconded by Mr. Descoteaux. 7 yeas APPROVED

4.2. Approval of the Minutes of the Regularly Scheduled Lowell School Committee Meeting of Wednesday, April 15, 2020

Mr. Hoey made a motion to approve and place on file the minutes from the Special Meeting of the Lowell School Committee of April 15, 2020, Regularly Scheduled Lowell School Committee Meeting of Wednesday, April 15, 2020 and the Special Meeting of the Lowell School Committee of Monday, April 27, 2020; seconded by Mr. Descoteaux. 7 yeas APPROVED

4.3. Approval of the Minutes of the Special Meeting of the Lowell School Committee of April 27, 2020

Mr. Hoey made a motion to approve and place on file the minutes from the Special Meeting of the Lowell School Committee of April 15, 2020, Regularly Scheduled Lowell School Committee Meeting of Wednesday, April 15, 2020 and the Special Meeting of the Lowell School Committee of Monday, April 27, 2020; seconded by Mr. Descoteaux. 7 yeas APPROVED

5. PERMISSION TO ENTER

5.1. Permission to Enter: May 6, 2020

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

6.1. [By Andy Descoteaux]: Ask the Superintendent's staff collaborate with our teaching staff to come up with a strategic plan dealing with remote learning that will include actual learning and beyond enrichment. This should be a plan that is revisited every year to update what is potentially available for our teachers and their students.

Mayor Leahy asked if we could add collaborating with UMASS Lowell regarding remote learning.

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

6.2. [By Andy Descoteaux]: Ask the Superintendent to ask DESE if what we can develop as a plan for remote learning could be used to cover snow days; thereby eliminating the need to make up snow days at the end of the year.

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



6.3. [By Andy Descoteaux]: Ask the Superintendent to form a committee tasked to raise funds for the purpose of obtaining enough technology for EVERY child in the LPS.

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

7. SUBCOMMITTEES

7.1. Policy Subcommittee Meeting: Report and Approval of the Meeting of Thursday, April 23, 2020 [Jackie Doherty, Chairperson]

Both Policy Subcommittee reports were presented together.

Chairperson Doherty informed the Committee about the strategic plan and how the district is going to measure the districts success and the key factors shaping the one (1) year strategic plan. She stated that supports are necessary to mitigate academic, social and emotional gaps formed or exacerbated by the interruption to the 2019-2020 school year and at the same time continuing 2019-2020 initiatives that are currently gaining momentum in advance of the district's overarching goals and long term objectives. In addition, she stated that the district will be implementing strategies that account for potential future disruptions to traditional instructional delivery, i.e. blending learning strategies.

Ms. Doherty made a motion to recommend to the full Committee moving forward with the one (1) year Strategic Plan; seconded by Mr. Hoey. 7 yeas APPROVED

Ms. Doherty made a motion to accept the report as a report of progress; seconded by Ms. Martin. 7 yeas APPROVED

7.2. Finance Subcommittee: Report and Approval of the Meeting of Wednesday, April 29, 2020 [Connie Martin, Chairperson]

Chairperson Martin spoke to the Committee about the many uncertainties the district has as we move forward. She spoke about the four (4) scenarios that were provided to the Committee in the PowerPoint presentation provided to the Subcommittee and stated that despite these variables there is a pressing need to move forward and that the Subcommittee voted on a level service budget for FY21. She then stated that the district is going with Scenario 3 that was provided in the PowerPoint which is the Governor's proposed budget with 50% less of the Student Opportunity Act (SOA) and the city cash increase.

Ms. Martin made a motion to accept the report as a report of progress; seconded by Mr. Dillon. 7 yeas APPROVED



7.3. Policy Subcommittee Meeting: Report and Approval of the Meeting of Thursday, April 30, 2020
[Jackie Doherty, Chairperson]

Both Policy Subcommittee reports were presented together.

Chairperson Doherty informed the Committee about the strategic plan and how the district is going to measure the districts success and the key factors shaping the one (1) year strategic plan. She stated that supports are necessary to mitigate academic, social and emotional gaps formed or exacerbated by the interruption to the 2019-2020 school year and at the same time continuing 2019-2020 initiatives that are currently gaining momentum in advance of the district's overarching goals and long term objectives. In addition, she stated that the district will be implementing strategies that account for potential future disruptions to traditional instructional delivery, i.e. blending learning strategies.

Ms. Doherty made a motion to recommend to the full Committee moving forward with the one (1) year Strategic Plan; seconded by Mr. Hoey. 7 yeas APPROVED

8. REPORTS OF THE SUPERINTENDENT

8.1. COVID-19 Response Update

Dr. Guillory, Chief Schools Officer and Ms. Desmond, Chief Academic Office provided a report to the Committee that spoke about the following:

- Remote Learning
- Device Distribution
- Senior Prom
- Graduation
- Senior Awards Night
- Report Cards (Elementary, Middle and Lowell High School)
- Staff and Student Building Checkout

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.1 through 8.2.1 as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED

8.2. 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.

Mayor Leahy made a motion to receive the Report on Motions monthly moving forward; seconded by Mr. Descoteaux. 7 yeas APPROVED

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.1 through 8.2.1 as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED



8.2.1. Response to Motions 6.COO and 7.COO of 04/18/20 by Andy Descoteaux and Jackie Doherty:

Maintenance of Schools during shutdown

[By Jackie Doherty]: Request the Superintendent develop a plan that enables custodial staff to safely clean and maintain school buildings and grounds during the shutdown, including the potential to complete projects often overlooked due to time constraints, such as inventory control and grounds.

Forward the report to Mr. Underwood

By Andy Descoteaux]: Motion to forward the report to Mr. Underwood, Facilities Director to receive his recommendation regarding the following motion: "Request the Superintendent develop a plan that enables custodial staff to safely clean and maintain school buildings and grounds during the shutdown, including the potential to complete projects often overlooked due to time constraints, such as inventory control and grounds work.

Mr. Underwood, Director of Maintenance & Operations provided a report to the Committee informing them that all custodial staff returned to work on Monday, May 4, 2020. The report stated that careful consideration of safely bringing back the staff has been a primary task. The report also included a list of work planned for the summer. The safety measures in place are as follows:

- The entire staff has been given option to work the day shift as they always do during school breaks.
- Gloves and masks will be provided for safety to all staff.
- Each custodian will work in his or her own assigned area, away from other staff, to maintain social distancing practices.
- Staff working outside on school grounds will follow the same social distancing guidelines and personal protective equipment measures as necessary.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.1 through 8.2.1 as reports of progress; seconded by Mr. Dillon. 7 yeas APPROVED

9. NEW BUSINESS

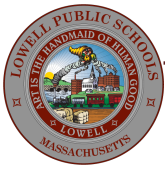
9.1. Approval of Revised 2019-2020 School Calendar

The following people registered and spoke about the revised 2019-2020 School Calendar:

- ✓ Paul Georges
- ✓ Shelby Boisvert

Superintendent Boyd confirmed for the Committee that June 15, 2020 was the last day of school.

Ms. Doherty made a motion to approve the revised 2019-2020 School Calendar; seconded by Mr. Hoey. 7 yeas APPROVED



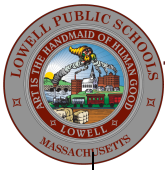
9.2. Revision of the School Assignment [Registration] Policies During Covid-19 Public Health Crisis

Ms. Phillips, Chief Equity and Engagement Officer informed the Committee that due to Covid-19, the district could not initiate its in-person registration process for Pre-K, Kindergarten and new students to the district as initially planned and communicated. The Family Resource Center has developed a revised online registration process and implementation plan which has been adjusted to ensure safety for families and staff while executing a successful process. A remote registration process for Pre-K, Kindergarten and new students to the district will begin no later than May 30th. The open registration period for Pre-K and Kindergarten will end no later than June 30, 2020 and the lottery will take place at the beginning of July 2020. The lottery date will be publicized no later than May 30th.

Mr. Hoey made a motion to a request for action, pursuant to the 2020-2021 School Assignment Policy of the Lowell School Committee, to suspend all registration and lottery deadlines established within the policy and direct the Superintendent to implement a revised timeline and remote registration process for the duration of the ongoing public health emergency; seconded by Ms. Martin. 7 yeas APPROVED

9.3. Budget Transfer

Department:	SCHOOLS					
TRANSFER TO:						
Account #				Description	Amount	
Org.	Object	Project	DESE Function			
99311204	541000		2450	Instructional Tech. Hardware	\$2,281,748.39	
99310301	512907		5100	Sick Leave Buy Back	\$ 181,620.00	
99330203	524008		5300	Central Office Rental	\$ 4,560.36	
99030504	544400		3520	LHS Student Activity Supplies	\$ 57,000.00	
				TOTAL	\$2,524,928.75	
TRANSFER FROM:						
Account #				Description	Amount	
Org.	Object	Project	DESE Function			
99341227	570102		1400	Admin. Tech. - Hardware	\$ 400,000.00	
99341230	512151		1400	SCHOOL CLIMATE SPECIALIST	\$ 23,756.96	
99341230	512152		1400	HR RELATIONS ASSISTANT	\$ 28,948.26	
99341230	512973		1400	ASSISTANT HR DIRECTOR	\$ 24,000.00	
99300004	512153		2100	DIRECTOR OF SECONDARY ED	\$ 52,800.00	
99300004	512159		2100	DIRECTOR OF RESEARCH & ACCOUNT	\$ 41,118.45	
99313005	512146		2100	Coordinator of Science K-12	\$ 9,931.92	
99320103	512133		2100	Director of Special Education	\$ 9,018.65	



99320103	512154		2100	ASSISTANT SPECIAL ED DIRECTOR	\$ 33,637.00
98341103	512902		2200	Bartlett School Clerk	\$ 13,863.58
90110106	512958		2300	Cardinal SPED Paraprofessional	\$ 20,000.00
90210104	512301		2300	Administrative Apprentice	\$ 54,165.00
92710904	512301		2300	Administrative Apprentice	\$ 8,150.00
93610103	512958		2300	Pawtucket Paraprofessional	\$ 13,327.35
93610106	512958		2300	Pawtucket SPED Paraprofessiona	\$ 11,510.58
94010803	512903		2300	Reilly Kindergarten Teacher	\$ 9,372.18
98311503	512903		2300	Bartlett English Teacher	\$ 9,372.53
98810606	512903		2300	Sullivan SPED Teacher	\$ 8,163.36
98813003	512903		2300	Sullivan Science Teacher	\$ 2,395.98
98910606	512903		2300	Wang SPED Teacher	\$ 3,570.35
99010709	512903		2300	LHS R.O.T.C. Teacher	\$ 29,662.74
99310103	512401		2300	Day-to-Day Substitute Teachers	\$ 329,635.00
99310305	512963		2300	STIPENDS- OTHER	\$ 75,600.00
99320106	512130		2300	Occupational Therapists	\$ 11,149.98
99320106	512137		2300	Evaluation Team Chairpersons	\$ 26,030.90
99327003	512903		2300	Knowledge Bowl Stipends	\$ 11,089.62
99330206	512958		2300	Social Skills Paraprofessional	\$ 14,673.57
99338003	512924		2300	ELL Parent Liaison	\$ 11,516.66
99310008	512156		2350	PRINCIPAL MENTORS	\$ 8,300.00
99320116	577615		3300	SPED Transportation	\$1,149,533.00
99347103	512158		4000	Facilities Area Manager	\$ 13,482.71
95447103	512960		4110	Varnum Custodian	\$ 10,152.43
99030202	512302		2300	Pilot Night School Stipends	\$ 34,505.00
99037050	530002		2350	LHS SA - Prof. Dev.	\$ 22,495.00
				TOTAL	\$2,524,928.75

Reason for Transfer:

Adjustments to expend the budget - Shifting funds to allow for purchase of 1 to 1 Chromebooks, increase amount needed for sick leave buy back payments in FY20, the central office rental to account for increased charges for parking costs and adjustment to cover senior class dues for year book, diploma, cap & possibly gown rental.

Ms. Doherty made a motion to approve the budget transfer of \$2,524,928.75; seconded by Mr. Descoteaux. 7 yeas APPROVED



10. PROFESSIONAL PERSONNEL

10.1. LSAA-Donated Sick Days

The members of the Lowell School Administrator Association (LSAA) hereby request to donate twenty-two [22] sick days to Pamela Daley, School Psychologist.

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



11. ADJOURNMENT

Mr. Dillon made a motion to adjourn at 8:56 p.m.; seconded by Mr. Descoteaux. 7 yeas APPROVED

Respectfully submitted,

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

JDB/mes