



*Lowell Public Schools*  
*Lowell High School*  
*50 Fr. Morissette Blvd*  
*Lowell, Massachusetts 01852-1050*



*Michael Fiato*  
*Head of School*

*Tel. (978) 937-8900*  
*Fax (978) 937-8902*  
*Email: MFiato@lowell.k12.ma.us*

January 17, 2025

Mr. Liam Skinner, Superintendent  
Lowell Public Schools  
155 Merrimack Street  
Lowell, MA 01852

Re: **MASC Annual Conference**

Dear Mr. Skinner:

I am requesting permission for 14 Student Council Representatives as well as Student Council Advisor, Tom Thornton to take part in the 2025 Massachusetts Association of Student Council Workshop on March 5-7, 2025 to be held at the Resort & Conference Center at Hyannis, in Hyannis, Massachusetts. This is a **unique opportunity** for each student to meet with students from other Student Councils across Massachusetts and **hear about** the concerns and the activities of teenagers statewide.

The three days will be filled with exciting workshops and assemblies designed to **build leadership and community spirit among** the participants. Their teachers and **housemasters** will be informed as to the excused **absences** from school. This **conference will address** many of the Educational Standards **within** Social Studies including the following:

- *USG.5.3 Describe how citizens can monitor and influence local, state, and national government as individuals and members of interest groups.*
- *USG.5.5 Identify and explain the meaning and importance of civic dispositions or virtues that contribute to the preservation and improvement of civil society and government.*
- *USG.5.10 Practice civic skills and dispositions by participating in activities such as simulated public hearings, mock trials, and debates.*
- *E.4.1 Explain how the government responds to perceived social needs by providing public goods and services.*

Student Council Advisor, Thomas Thornton will be with the students for the entire conference; a coach bus will be hired for transportation, and they will be returning to Lowell High School on Friday, March 7th by the close of the school day.

This will be an all expense paid trip through the fundraising efforts of the students and the generosity of the Office of Student Affairs & Activities at Lowell High School. The cost for the trip is \$5,700 of which \$3,000 will be contributed from the Lowell High Student Activities budget.

Thank you in advance for your consideration and support.

Sincerely,

Michael Fiato  
Head of Lowell High School

Lowell High School Field Trip Request Form  
(Must be turned in 4 Weeks in advance)

A trip is considered an official Lowell High School Field Trip when it is connected to any LHS class, student activity, club, sport or special program whether they occur on a school day or on a weekend.

A field trip form MUST be filed with the Main Office for the Head of School's signature 4 (four) weeks prior to the event. The Head of School's signature is required for ALL trips. Keep a copy of this request for your files.

Name: T. Thornton Date: 1/14/25  
Name and cell phone of staff member on trip: T.T. 508-783-7035

Date(s) of the trip: March 5 - March 7  
(day and date)

Hours: Leaving: 9am 3/5 Returning: 2pm 3/7

Number of Students: 14 Number of Chaperones: 1

Description of Field Trip: MASC Student Council Leadership Conference

Type & Number of Vehicles: 1 Bus Approximate Mileage: N/A

Charges to Student (per person)	Charges to School Department
Transportation: _____	Transportation: _____
Entry Fees: <u>2,700 students</u>	Entry Fees: <u>\$3,000 stuAct</u>
Meals: _____	Meals: _____

How many substitute teachers are you requesting? —  
 Full Day OR  Specific mods \_\_\_\_\_  
(list all mods needing coverage)

- You are required to meet the following conditions:
- Obtain parental and teacher permission
  - Notify House Dean of students attending
  - Meet all requirements of the field trip site
  - File a post-trip report to the Head of School if requested
  - Arrange for students to be returned to LHS or home

Reviewed by: T. Thornton Date: 1/14/25  
Department Head:

Approved by: [Signature] Date: 1-15-25  
Head of School:

Lowell Public Schools:  
OVERNIGHT FIELD TRIP CHECKLIST

The School Committee recognizes that first-hand learning experiences provided by field trips are a most effective and worthwhile means of learning. It is the desire of the Committee to encourage field trips as an integral part of the program of the schools.

Specific guidelines and appropriate administrative procedures shall be developed to screen, approve and evaluate trips and to ensure that all reasonable steps are taken for the safety of the participants. These guidelines and appropriate administrative procedures shall ensure that all field trips have the approval of the Head of School and that all overnight trips have the prior approval of appropriate Administrative level.

Approval of the School Committee must be granted prior to money being collected, arrangements being made, or parental consent being issued for all overnight field trips.

The following guidelines are set to implement the planning of field trips as part of, and directly related to, classroom learning activities. All guidelines must be included in the request.

- /   The application for approval for an overnight field trip which requires students to miss a day or more of school must include written justification from the teacher proposing the trip.
- /   The application for approval for an overnight field trip which requires students to miss a day or more of school must include a written statement of the learning standards the trip will address.
- /   The application for approval for an overnight field trip must include an itemization of all costs associated with the trip and the funding source.
- /   All proposed field trips must have the approval of the school building administrator.
- /   All day trips must be within budgetary allotments for such purpose and be approved by the superintendent. Any trip, for which there is no budget allotment, must have advance approval of the School Committee.
- /   Each student who goes on a field trip must have written parental permission.
- /   Enough supervision must be provided so that discipline on the trip is effective.
- /   All trips must be well planned, properly timed, and related to regular learning activities.
- /   All Chaperones/other adults MUST be coried. Please list chaperones that are attending:

Tom Thornton  
\_\_\_\_\_

Signature of Head of School:   m   Date: \_\_\_\_\_  
Signature of Central Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

REQUEST FOR PROFESSIONAL DAY(S) TO ATTEND A WORKSHOP/CONFERENCE/FIELD TRIP/ACTIVITY

**ALLOW 4 WEEKS FOR PROCESSING**  
**(6 WEEKS IF SCHOOL COMMITTEE APPROVAL IS NEEDED)**

~Please fill out all provided fields to avoid any delays of the approval process~

**REMIT TO: CURRICULUM OFFICE**

Name of Staff Member: <b>Thomas Thornton</b>		
School: <b>LHS</b>	Grade Level: <b>10-12</b>	Subject: <b>Not a full schedule</b>
Workshop Title: <b>Student Summit</b>		
Organization/Department Presenting Workshop: <b>MSSAA</b>		
Cost: <b>\$5700</b>	Date(s) of Workshop: from: <b>3/5/2025</b> to: <b>3/7/2025</b>	
Substitute Coverage Needed? <b>Yes</b> If Para is to serve as the coverage, indicate Para's name here:		
<b>In State/ Overnight</b>		
** Letter to the Superintendent of Out of State/Overnight attached **		

Signature of Applicant: <i>Thomas Thornton</i>	Date: <b>1/14/25</b>

**\*\*Please provide source of funding, account number and/or grant name, and number for workshop and substitute\*\***

<u>Funding Source</u>	<u>Workshop</u>	<u>Substitute</u>	<u>Initials of Approval Department</u>
Title I School			
Title I District			
Individual School Fund #			
Professional Development District			
SPED			
Other Grants/Programs (Provide Grant/Program Name & No.#)	<b>Student Summit</b>	<b>Needed for two classes</b>	<b>Barr Foundation</b>

Signature of Central Administrator:	Date:
Sub Reserved:	Date:
Request Denied by:	Date:

\*A letter to the Superintendent for all out-of-state or overnight activities is required at the time the Lilac Form is submitted and the "completed package" is to be sent to the Lowell Teacher Academy for processing.



1/22/25, 12:20 PM

Student Council | Massachusetts School Administrators' Association

## Awards

Each year, MSAA/MAEA awards are presented to exceptional educators, administrators, and students that have made significant contributions to student council activities. Please utilize the links below to access nomination information and award details. Nominations must be submitted by schools that have registered a Student Council as an MSAA Student Activity and are due by Friday, January 31, 2025.



### ADMINISTRATOR OF THE YEAR AWARD

This award is presented to one school administrator in recognition of outstanding support for student council activities.



### HENRY SULLIVAN ADVISOR OF THE YEAR AWARD

This award is presented to one student council advisor in recognition of a commitment to excellence and service to young people in their school.



### TOP TEN PROJECT AWARDS

These awards are presented to ten student council projects submitted and of the top ten outstanding projects during the school year.

<https://www.msaa.net/activities/student-council>

2/3

1/22/25, 12:20 PM

Student Council | Massachusetts School Administrators' Association



**LINSUNG HERO AWARDS**

These awards are presented to one student council member from each region of the state who goes above and beyond the call of duty on a regular basis with little or no recognition.



**JAMES SOKAS AWARDS**

These awards recognize individual students for their leadership and participation in their student leadership experiences and are presented to one student from each region.



**COUNCIL OF EXCELLENCE AWARDS**

These awards are designed to recognize and reward the achievements of outstanding student councils and provide credit for effective student leadership. Due by February 3, 2025.



1/22/25, 12:20 PM

Student Council | Massachusetts School Administrators' Association



## 2024-25 MASC Student Executive Board Members

**President:** Jack Rubin, Duxbury High School

**Vice President:** Jacob Waterman, Middleborough High School

**Secretary:** Philip Orszulak, Ware High School

**Delegates:**

- Riley O'Brien, Grafton High School
- Glory Adu-Gyamfi, Abby Kelley Foster Charter School
- Harper Barros, North Andover High School
- Zainab Sheikh, Longmeadow High School

**SEMASC President:** Hannah Selig, Silver Lake Regional High School

**NEMASC President:** Mackenzie Doyle, Dracut HS

<https://www.masa.net/about-us/student-council>

4/7

1/22/25, 12:20 PM

Student Council | Massachusetts School Administrators' Association

**CDMASC President:** Regan Sullivan, Westborough High School

**WMASC President:** Adale Accelus, Longmeadow High School

## Meetings & Events

### Committee Meeting Dates 2024-2025

Saturday, January 4, 2025 – 9 am

Saturday, February 8, 2025 – 9 am

Saturday, April 12, 2025 – 9 am

### MASC Monthly Newsletter

[September's Newsletter](#)

[October's Newsletter](#)

[November's Newsletter](#)

[December/January Newsletter](#)

### 2024-2025 MASC Events

**Project MASC Workshop** – February 8, 2025

**MASC Annual Conference** – March 5-7, 2025 at Emerald Resort Hyannis

### Annual Conference Important Forms

- MASC Behavioral Expectations
- MASC Power of Attorney Form
- MASC Policies on Smoking, Drinking, Drugs, Behavior and Dress
- MASC Delegate Responsibilities
- MASC Advisor Notes for the Conference

## Resources

- National Association of Student Councils
- Northwest Designs Ink

## Events

### Past Events

<https://www.masa.net/about-us/student-council>

5/7