



# LOWELL SCHOOL COMMITTEE

## *REGULAR MEETING MINUTES*

**Date:** October 4, 2017  
**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.; members present were, namely; Ms. Martin, Mr. Descoteaux, Ms. Doherty, Mr. Gendron, Mr. Gignac and Mayor Kennedy. Mr. Hoey was absent.

Sophia Marsden, LHS Student Representative was also present.

### 3. SPECIAL ORDER OF BUSINESS

#### 3.1. Spotlight on Excellence - Summer Reading Program

The Spotlight on Excellence presentation featured the tenth year of the Grades K – 8 Summer Reading Program. The following list recognizes the school and invited students who were the lucky drawing winners of a \$20.00 gift certificate to the Barnes and Noble Bookstore:

**Bailey School:** Erin Finn, Nathaniel Fortes, Joseph Nguyen  
**Bartlett School:** Jonathan Rosado-Hebert, John Mwathi, Rafael Torres Vazquez  
**Butler School:** Lawrence Champoux-Marks, Jordan Oeung, Veronica Porseng  
**Daley School:** Harrison Ho, Aeren Phok, Jacob Turgeon  
**Greenhalge School:** Cloelyn Adams, Zulphat Nahimana, Kavish Shah  
**Lincoln School:** Augusta May, Theodore Meas, Kitryk Virak  
**McAuliffe School:** Justin Ambrosio, Kiani Correa, Valentina Henriquez Moreno  
**McAvinue School:** Natalie Ahe, Ryan Hou, Ayden Miranda  
**Moody School:** Evelyn De Oliveira, Maryam Ismael, Chase Steinberg  
**Morey School:** Brandon Saengthong, Bryan Saengthong, Naila Sao  
**Murkland School:** Malaher Ry, Herminio Sanchez, Ruby Veng  
**Pawtucketville School:** Nghi Nguyen, Nathan Phetvixay, Mae-Bell Shaw  
**Pyne/Arts School:** Savannah Bartlett, Selena Ferrer, Morghan Smith  
**Reilly School:** Jonathan Brown, Samara Miranda, Erin Tulega  
**Robinson School:** Matthew Bergeron, Jetix Bo, Maliyah Garcia  
**Shaughnessy School:** Leilene Cabral, Anthony Martinez, Jasmine Martinez  
**STEM Academy @ Rogers:** Rhyana Kiner, Jonaven Morales, Richard Triv  
**Stoklosa School:** Buchanan Chhim, Caroline Chhim, Miriam Kang  
**Sullivan School:** Matthew Botto, Christopher Phommachanh, Patricia Prout  
**Wang School:** Terrance Lorn, Molly Schribman, Julie Thach  
**Washington School:** Joell Camillo, Gabrielle Leduc, Annia Ses



#### **4. MINUTES**

4.I. Approval of The Minutes of the Regular School Committee Meeting Of Wednesday, September 20, 2017

**Ms. Doherty made a motion to accept the minutes and to place them on file; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**

#### **5. PERMISSION TO ENTER**

5.I. Permission to Enter: October 4, 2017

During the Permission to Enter portion of the agenda the following people spoke about the SP & R contract:

Mr. Dan Gaudette  
Mr. Bobby Shepherd  
Mr. John McCarthy

**Ms. Martin made a motion to delay action on the SP & R contract on the Permission to Enter and to refer it to a Finance Subcommittee for further discussion; seconded Mr. Gignac.**

**Mr. Gendron made a substitute motion to have a Subcommittee Meeting of the Whole within the next week to discuss the SP & R contract; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED**

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

#### **6. MOTIONS**

6.I. **[By Jacqueline Doherty]**: Request the Superintendent provide the committee with an update on diversity staffing initiatives and results to date.

**Ms. Doherty made a motion to approve; seconded by Mr. Gendron. 6 yeas, 1 absent APPROVED**

6.II. **[By Jacqueline Doherty ]**: Request the Superintendent provide the committee with a report regarding alternative options for special education transportation services that will provide newer busses for the district as well as include any suggested changes to current protocols to improve student transportation safety.

**Ms. Doherty made a motion to approve; seconded by Mr. Gignac. 6 yeas, 1 absent APPROVED**



**6.III. [By Steve Gendron]:** Request the superintendent revisit the plan to provide LRTA bus passes for LHS students with financial need.

**Mr. Gendron made a motion to approve; seconded by Mr. Gignac. 6 years, 1 absent APPROVED**

## **7.REPORTS OF THE SUPERINTENDENT**

### **7.I. Monthly Financial Report**

The Monthly Budget Report that was provided to the Committee by Gary Frisch, Assistant Superintendent for Finance/School Business Administrator showed the budget report for the period ending September 28, 2017. Mr. Frisch gave the following summary:

Original Budget	\$162,073,324
Carrying Forward from Last Year	\$807,150
Adjusted Budget	\$162,877,474
Year-To-Date Expenditures	\$-17,848,485
Outstanding Purchase Orders	\$-12,266,690
Remaining Balance	\$132,762,299

**Mr. Gignac made a motion to accept the following Reports of the Superintendent 7.I through 7.VI as reports of progress; seconded by Mr. Gendron. 6 years, 1 absent APPROVED**

### **7.II. Overtime Payments**

Gary Frisch, Assistant Superintendent for Finance provided the Committee with an overtime report and extra duty pay for clerical and custodial staff for the months of July and August.

**Mr. Gignac made a motion to accept the following Reports of the Superintendent 7.I through 7.VI as reports of progress; seconded by Mr. Gendron. 6 years, 1 absent APPROVED**

### **7.III. Nursing Staff Report**

Jeannine Durkin, Deputy Superintendent for Student Support Services shared a report with the Committee that was provided to her from Beth Moffett, School Nurse Coordinator. The report included a guideline from the state for the recommend school nurse to student ratio. It also included a school building/school name staffing profile which listed the school, the grade levels, the current census, the school nurse, and the days and hours of nursing coverage. The report also contained a City of Lowell salary table along with some from surrounding communities that were obtained last year.

**Mr. Gignac made a motion to accept the following Reports of the Superintendent 7.I through 7.VI as reports of progress; seconded by Mr. Gendron. 6 years, 1 absent APPROVED**



#### **7.IV. Security System Status**

Gary Frisch, Assistant Superintendent for Finance provided the Committee with a report that informed them that there are twenty-nine (29) locations of which only seventeen (17) have access control systems in place. There are schools that are in the process of being issued cards. Presently, twelve (12) schools have no swipe card installations and the district will be getting estimates on the cost to add twelve (12) access control systems and will report back to the School Committee.

**Mr. Gignac made a motion to accept the following Reports of the Superintendent 7.I through 7.VI as reports of progress; seconded by Mr. Gendron. 6 yeas, 1 absent APPROVED**

#### **7.V. List of Eligible Teachers**

The List of Eligible Teachers officially informs the Committee of all eligible teachers by subject and grade.

**Mr. Gignac made a motion to accept the following Reports of the Superintendent 7.I through 7.VI as reports of progress; seconded by Mr. Gendron. 6 yeas, 1 absent APPROVED**

#### **7.VI. Personnel Report**

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

**Mr. Gignac made a motion to accept the following Reports of the Superintendent 7.I through 7.VI as reports of progress; seconded by Mr. Gendron. 6 yeas, 1 absent APPROVED**

#### **7.VII. Home Education**

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

Kendall & Shannon Lankford  
374 Beacon Street

**Mr. Gignac made a motion to approve; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**



## **8. NEW BUSINESS**

### **8.I. Vote to Accept Grant Vote To Accept Grant Award of \$1370 To Butler School From the GE Igniting Minds Program.**

The Butler School was recently notified that they received a \$1,370 donation from GE Igniting Minds Program. The objective of this donation is to improve students' grasp of math fundamentals and to allow tutoring opportunities for underprivileged students who may not otherwise be able to financially afford private tutoring.

**Ms. Doherty made a motion to accept the donation amount of \$1,370 from GE Igniting Minds Program; seconded by Mr. Descoteaux. 6 yeas, 1 nay APPROVED**

### **8.II. Approval of an Educational Research Request**

Rebecca Duda, Family Resource Center Coordinator, is asking permission to conduct research in the Lowell Public Schools, as part of her dissertation to fulfill the requirements for a doctorate at Endicott College. Ms. Duda's dissertation topic describes parent-teacher engagement during the transition from middle school to high school.

**Mr. Gendron made a motion to approve the Educational Research Request; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**

## **9. CONVENTION/CONFERENCE REQUESTS**

### **9.I. Trip- Newell**

Trip previously approved on July 19, 2017: Permission for ELA Coordinator, Melissa Newell, to attend the Writing Project's Fall Institute workshop at the Teachers College at Columbia University to be held on Monday, October 2nd through Tuesday, October 3, 2017 in New York. The cost of the workshop will not exceed \$875.00 and will be funded by the Curriculum Professional Development account. There will be no additional cost to the Lowell School Department budget.

**Mr. Gendron made a motion to take and approve both convention/conference requests together; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED**



## 9.II. Trip - Nashville

Permission for Robin Desmond, Assistant Superintendent, Curriculum, Instruction & Assessment; Marianne Busted, Head of Schools Lowell High; Martha Cohn, Coordinator of Science & Social Studies; Jeff Gwiazda, Coordinator of Mathematics; Stephanie Selvaggio, Department Head of Science & Health Ed; and Megan Vilcans, Engineer Teacher at Lowell High to attend the Nashville Study Tour. The dates are October 19 & 20, 2017 in Nashville, Tennessee. The total cost for the district will be \$200 per person not to exceed \$1,200 paid through the Professional Development Account. Apart from flight reservations and transportation to the hotel, all other arrangements (including hotel reservations, meals and transportation while on the study tour) will be made by the One8 Foundation. No substitutes are needed.

**Mr. Gendron made a motion to take and approve both convention/conference requests together; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED**



**10. ADJOURNMENT**

**Ms. Martin made a motion to recess at 7:57 p.m.; seconded by Mr. Gignac. 6 yeas, 1 absent**

**Respectfully submitted,**

**Dr. Salah E. Khelifaoui, Superintendent and  
Secretary to the Lowell School Committee**

**SEK/mes**