



LOWELL PUBLIC SCHOOLS
Henry J. Mroz Administrative Building
155 Merrimack Street
Lowell, Massachusetts 01852

Memo

To: Dr. Salah E. Khelifaoui, Superintendent of Schools

From: Lisa Van Thiel, Early Childhood Coordinator

CC: Jennifer McCrystal, Director Special Education
Susan Mulligan, Acting Director Human Resource
Pam MacQuarrie, Transportation Clerk

Date: June 8, 2018

On June 7, 2018 Gary Frisch, Pamela MacQuarrie, and I met to discuss the hours of the Cardinal O'Connell Early Childhood Center. Pam MacQuarrie reported that the most cost effective and efficient transportation plan would be if the program had a start time of 9:10 AM and an end time of 3:30 PM for full-day students. Morning Preschool hours would be 9:10 AM to 11:40 AM and afternoon sessions would be from 1:00 PM to 3:30 PM.

A final decision regarding hours is needed as soon as possible in order for us to inform families and educators. A decision prior to the preschool lottery scheduled for June 14, 2018 is needed in order for families to make an informed school choice for their child.