

Lowell Public Schools



REPORT ON STATUS OF OUTSTANDING MOTIONS

Report on Motions: November 7, 2018

OFFICE OF THE SUPERINTENDENT

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. SUPT	01/17/18	<p><u>School Site Council</u></p> <p>[by Jackie Doherty]: Request the Superintendent ensure that the LPS website for each school provides information on its School Site Council members, upcoming meeting times, agendas, and minutes similar to the Pyne Arts School website. (repeat from March 2017).</p>		Ongoing
2. SUPT	03/21/18	<p><u>Human Resources Compliance Audit</u></p> <p>[By Connie Martin]: Request that the Administration provide the Lowell School Committee with written recommendations at the April 4th, 2018 meeting, to engage an outside firm to conduct a Human Resources Compliance Audit with a deadline of June 30, 2018 for completion of said audit.</p>	Audit underway Completion on November 2018	
3. SUPT	04/04/18	<p><u>Policy Regarding MARIJUANA</u></p> <p>[By Gerard Nutter]: School Committee work with Administration and School / City Attorney's reviewing / developing a Policy regarding MARIJUANA screening in employment requirements based on changes to State Law.</p>		Ongoing



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4. SUPT	04/04/18	<p style="text-align: center;"><u>Subcommittees by Vote of the Full Committee</u></p> <p>[By Andre Descoteaux]: All Subcommittee meetings shall be scheduled by the explicit vote of School Committee as whole. All Matters or topics discussed in Subcommittee shall be referred to the said Subcommittee by vote of the full Committee at a regularly scheduled meeting. All Subcommittee meetings shall be scheduled by the explicit vote of School Committee as whole. All Matters or topics discussed in Subcommittee shall be referred to the said Subcommittee by vote of the full Committee at a regularly scheduled meeting.</p>		Referred to Policy Subcommittee
5. SUPT	04/04/18	<p style="text-align: center;"><u>Policy on Service Animals</u></p> <p>[By Gerard Nutter]: School Committee work with Administration and School / City Attorney's developing a policy in regard to "Service Animals" for disabled versus "Comfort Animals " in Lowell Public Schools.</p>		Ongoing
6. SUPT	04/04/18	<p style="text-align: center;"><u>MTEL Workshops</u></p> <p>[By Dominik Lay]: Request the Superintendent explore the feasibility of offering MTEL (Massachusetts Test for Educator Licensure) Workshops in order to increase qualified diverse teacher candidates.</p>	This was marked as completed by previous administration	
7. SUPT	06/20/18	<p style="text-align: center;"><u>Video Clips</u></p> <p>[By Andre Descoteaux]: Ask the Superintendent to have the TV Studio produce several (more than four) short thirty second video clips that feature what the students and staff of the Lowell Public Schools are doing on a daily basis; both in school and after school.</p>		Completed 10/17/18

Update on Status of Motions

To be presented at the meeting of Wednesday, November 7, 2018



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8. SUPT	06/20/18	<p style="text-align: center;"><u>Rezone the District to Neighborhood Schools</u></p> <p>[By Gerard Nutter]: Request Administration to present by the first School Committee in January 2019 a plan to rezone the district to "neighborhood" schools – presentation should include est. transportation cost saving along with number of students and schools affected and what the new start and dismissal times will look like. The report should also include staying within the parameters of the voluntary desegregation decree.</p>		
9. SUPT	06/20/18	<p style="text-align: center;"><u>Initiate RFP Process</u></p> <p>[By Gerard Nutter]: Request Administration to initiate an RFP process for the purpose of hiring a firm to hire a Human Resources Director.</p>		
10. SUPT	07/25/18	<p style="text-align: center;"><u>Committee Joining the Existing Law Suit</u></p> <p>[By Connie Martin]: Requesting that the Administration prepare a recommendation regarding the Lowell School Committee joining the existing law suit regarding the appropriate foundation formula funding with the existing litigants from Worcester and Brockton.</p>		
11. SUPT	09/19/18	<p style="text-align: center;"><u>Eliminating February/April Vacation</u></p> <p>[by Gerard Nutter]: School Committee / Administration consider eliminating Feb./April Vacation beginning in the 2019/2020 School Year, creating 1 Vacation week in March.</p>		



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12. SUPT	09/19/18	<p style="text-align: center;"><u>Donated Technology</u></p> <p>[by Gerard Nutter]: Request Administration report how Teacher /Classroom donated Technology (Kindles/I-Pads/Laptops) can be granted access to School Network.</p>		
13. SUPT	09/19/18	<p style="text-align: center;"><u>Coordinated Program Review</u></p> <p>[by Gerard Nutter]: Request Administration to give a presentation to the Committee at the Lowell School Committee meeting on October 17, 2018 around the response for the Coordinated Program Review from the Lowell Public Schools.</p>		Completed 10/17/18
14. SUPT	10/03/18	<p style="text-align: center;"><u>Discipline at LHS and the Latin Lyceum</u></p> <p>[By Robert Hoey]: Administration to set up meeting with the Lowell High School Subcommittee for the purpose of discussing discipline and the Latin Lyceum.</p>		Referred to LHS Subcommittee 11/01/18
15. SUPT	10/03/18	<p style="text-align: center;"><u>Clarification on School Meetings with Parents</u></p> <p>[By Gerard Nutter]: Request Mayor to ask City Solicitor's Office for clarification / ruling on when/if School Department can hold a meeting at a public school relating directly to issues/concerns at that school (parents invited to meet at a school on particular issue) and whether Press can ever be kept out.</p>		Completed 10/03/18



REPORT ON STATUS OF OUTSTANDING MOTIONS

OFFICE OF THE ASST. SUPERINTENDENT – FINANCE AND OPERATIONS

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. FO	11/16/16	<p style="text-align: center;"><u><i>Establish Monthly Meeting Dates</i></u></p> <p>[by Jacqueline Doherty]: Respectfully request the Superintendent work with the School Committee and City Council Subcommittees on Facilities to establish monthly meeting dates to address the ongoing issues concerning maintenance of our school buildings.</p>		Ongoing Requested a Joint Meeting 10/09/18
2. FO	01/17/18	<p style="text-align: center;"><u><i>Food Service Audit</i></u></p> <p>[by Gerard Nutter]: Request the Superintendent share the results of the recent Food Service Audit as soon as it becomes available.</p>		Presented 08/25/18 and 10/03/18 Ongoing
3. FO	01/17/18	<p style="text-align: center;"><u><i>Special Task Force LHS Stipends</i></u></p> <p>[by Andre Descoteaux]: Request the superintendent to establish a Special Task Force to review and recommend updates to the current LHS stipends, including but not limited to: Athletic Coaching, Student clubs, Band, and Chorus.</p>		Task Force Established 09/28/18
4. FO	02/14/18	<p style="text-align: center;"><u><i>New Maintenance of Effort Agreement</i></u></p> <p>[By Gerard Nutter]: Request the Superintendent to update the Committee on the status of New Maintenance of Effort Agreement with City and set March 1st to finalize and present to the Committee for approval at the March 7th meeting or Per Chap 603 CMR 10.00 we contact the Education Commissioner's Office and request designee to conduct hearing.</p>		Ongoing On hold until new City Manager starts



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5. FO	04/04/18	<p style="text-align: center;"><u>School's Outdoor Play Space</u></p> <p>[By Jackie Doherty]: Request the Superintendent provide the committee with a report that describes each elementary and middle school's outdoor play space, including whether they have play structures (none, one, or two) available for student use during recess.</p>		Presented 10/17/18
6. FO	04/04/18	<p style="text-align: center;"><u>LPS Budget's Compliance with City Regulations</u></p> <p>[By Mayor William Samaras]: Request the City Auditor provides the School Committee with a report on all School Department Budget and Financial issues. Report shall include, but not be limited to, the entering of the FY2018 School Budget into the City's financial system and the school budget's compliance with all City financial regulations and the City Budget.</p>		Ongoing
7. FO	04/04/18	<p style="text-align: center;"><u>Salvaged Equipment</u></p> <p>[By Andre Descoteaux]: Ask the Superintendent to request an evaluation of all current useful and/or new equipment that is currently in the High School. That equipment should be salvaged by us and not the demolition company.</p>		Ongoing
8. FO	04/04/18	<p style="text-align: center;"><u>Share Musical Equipment</u></p> <p>[By Andre Descoteaux]: Ask the Superintendent to look into how ALL the musical equipment found in all our schools should be evaluated and shared by all schools.</p>		Ongoing



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9. FO	07/25/18	<p style="text-align: center;"><u>Summer Transportation Contracts</u></p> <p>[By Gerard Nutter]: Motion to Discuss /Verify that All Required Summer Transportation Contracts are in Place and Funded.</p>		Completed 08/15/18
10. FO	07/25/18	<p style="text-align: center;"><u>Independent auditor for LPS' Finances</u></p> <p>[By Connie Martin]: Motion to authorize the Mayor on behalf of the School Committee to retain an independent auditor for the purposes of performing an audit of the Lowell Public School Department's finances and to request two (2) other bids so the Lowell Public Schools does due diligence and we request that the bids be returned within a week.</p>		Audit underway as of 08/17/18
11. FO	08/15/18	<p style="text-align: center;"><u>Joint City & SC Finance Subcommittee</u></p> <p>[by Gerard Nutter]: Mayor convene "Special Meeting" between School and City Council Finance Subcommittee with the Superintendent and CITY MANGER the week of Sept. 10th to finalize the Maintenance of Effort Agreement for the 2018/2019 School Year and to discuss the need for the City of Lowell to properly fully fund transportation per MA. State Law and cease decreasing the city's total Cash contribution it provides the schools.</p>		



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12. FO	08/15/18	<p style="text-align: center;"><u>Joint Finance and Facility Subcommittee</u></p> <p>[by Gerard Nutter]: Request a Joint meeting of the Finance and Facility subcommittee's to review existing job descriptions for "custodians" and consider the need to privatize school building maintenance (painting, minor plumbing, ceiling tile replacements etc.) and look at potential cost versus adequately maintaining these buildings for our students.</p>		
13. FO	08/15/18	<p style="text-align: center;"><u>Fully Staff Fire Stations Near Schools</u></p> <p>[by Gerard Nutter]: Request Superintendent and Mayor ask the City Manager to fully staff each fire station located near city schools to insure our students safety until proper repairs have been made especially in light of Collins Center Report to the City which states "Given nationwide concerns about school safety at the present time, it is unacceptable to have doors that do not lock properly and/or emergency exit doors that do not open or are otherwise nonfunctional."</p>		
14. FO	08/15/18	<p style="text-align: center;"><u>Joint Facilities, School Buildings and Transportation Subcommittee</u></p> <p>[by Andy Descoteaux & Gerard Nutter]: Mayor Request that the Facilities, School Buildings and Transportation Subcommittee meet to come up with a priority list of school repairs and improvements that are currently needed in our schools. Richard Underwood should be in attendance for this meeting.</p>		Completed Joint Facilities Subcommittee 10/16/18



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15. FO	08/15/18	<p style="text-align: center;"><u>Repairs and Improvements From the MSBA</u></p> <p>[by Andy Descoteaux & Gerard Nutter]: Request that the Superintendent arrange a joint meeting of the Facilities Subcommittees of the City Council and School Committees to discuss these priorities and to set in motion, the paperwork that will seek assistance for these repairs and improvements from the MSBA.</p>		
16. FO	09/19/18	<p style="text-align: center;"><u>Policy regarding temperatures /heat index issues</u></p> <p>by Gerard Nutter]: School Committee / Administration consider creating a task force that includes health professionals, Principals, School Committee Representative, City DPW , Mr. Underwood and 1 UTL -LSAA-Clerk Rep. to look at creating a policy to deal with temperatures issues.</p>		
17. FO	09/19/18	<p style="text-align: center;"><u>Bailey School Gym</u></p> <p>[by Gerard Nutter]: Request padding is added to the walls of the Bailey School Gym for student safety.</p>		
18. FO	10/07/18	<p style="text-align: center;"><u>Laura Lee as Surplus City Property</u></p> <p>[By Gerard Nutter]: School Committee VOTE to keep open The Laura Lee Therapeutic Day School as a functioning, needed School building and request City Manager to formally remove it from the Surplus City property list and inform the City Council and residents of Lowell, Nullifying the Vote by the Lowell City Council of June 20th 2017.</p>		



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OFFICE OF THE ASST. SUPERINTENDENT – CURRICULUM, INSTRUCTION AND ASSESSMENT

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. CIA	10/18/17	<p style="text-align: center;"><u>Report Card System</u></p> <p>[by Jackie Doherty]: Request the Superintendent to review the report card system and to look at a standard base report cards for middle school students and to get a recommendation on how to proceed.</p>		Completed Presented 10/03/18 and 10/17/18
2. CIA	03/18/18	<p style="text-align: center;"><u>Blizzard Bags</u></p> <p>[By Gerard Nutter]: Lowell School Committee work with Asst. Superintendent of Curriculum to explore creating remote learning programs or blizzard bags to be used after 5 snow days.</p>		Will be presented at the start of New school Year
3. CIA	09/05/18	<p style="text-align: center;"><u>Building Libraries</u></p> <p>[By Connie Martin]: Requesting that the Administration communicate clearly to all school site administrators that building libraries are not to be dismantled or have their collections disrupted during the upcoming school year. In addition, asking that the Administration present a plan for how we will maintain the school site libraries during the upcoming school year.</p>		Completed 10/03/18
4. CIA	09/19/18	<p style="text-align: center;"><u>Lowell Educational TV Program</u></p> <p>[by Jacqueline Doherty]: Request the Mayor have the City provide the School Committee with a breakdown of PEG monies being used for educational purposes and revisit the issue of funding staff for the Lowell Educational TV program at LHS. In addition, request the Superintendent (or her designee) meet with LTC to explore a possible collaboration between the two entities and report findings/suggestions back to the Committee.</p>	Also under City Council Motions Emailed to Mayor on 09/21/18	



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OFFICE OF THE DEPUTY SUPERINTENDENT – STUDENT SUPPORT SERVICES

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. SSS	04/26/18	<p><u>LHS Emergency Evacuation</u></p> <p>[By Connie Martin]: Requesting that the committee be updated on the recent emergency evacuation of Lowell High School including specific recommendations for improving safety for students during such events.</p>	Will be Presented 09/05/18	To be discuss during an executive Session TBD



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CITY COUNCIL MOTIONS

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. cc	06/2018	<p style="text-align: center;"><u>Comcast Funds</u></p> <p>[By Jackie Doherty]: Request that the Mayor ask the City Council about the School Department receiving the Comcast Funds and how much the School Department will be receiving;</p>	Emailed to Mayor/James 09/21/18	
2. cc	06/2018	<p style="text-align: center;"><u>Voting Process and Functions of Municipal Government</u></p> <p>[By Edward Kennedy]: Requesting that the Superintendent and The School Committee Consider Establishing A Mini Course To Be Part Of The Curriculum For Lowell High School Seniors And Adult Education Students That Would Cover The Voting Process In Lowell And The Functions Of Municipal Government.</p>		Referred to Mayor Samaras will be Presented at 10/26/18 City Council Meeting
3. cc	09/19/18	<p style="text-align: center;"><u>City Auditor Provide Transfers, Issues with Invoices</u></p> <p>[by Gerard Nutter]: SC request Mayor to direct City Auditor to provide copies of all correspondence between his office and the School Dept. regarding the 2018 Fiscal year relating to transfers, issues with invoices, over payments, items he rejected and how/why he accepted the Fiscal 2018 budget without a vote of the School Committee Authorizing it.</p>	Emailed to Mayor/James on 09/21/18	



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4. cc	09/19/18	<p style="text-align: center;"><u>Breakdown of PEG Monies</u></p> <p>[by Jacqueline Doherty]: Request the Mayor have the City provide the School Committee with a breakdown of PEG monies being used for educational purposes and revisit the issue of funding staff for the Lowell Educational TV program at LHS. In addition, request the Superintendent (or her designee) meet with LTC to explore a possible collaboration between the two entities and report findings/suggestions back to the Committee.</p>	Emailed to Mayor/James on 09/21/18	