



LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: December 19, 2018
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 6:31 p.m., members present were, namely: Mr. Nutter, Mayor Samaras, Mr. Descoteaux, Ms. Doherty, Mr. Hoey and Ms. Martin. Mr. Lay was absent.

3. SPECIAL ORDER OF BUSINESS

3.I. Spotlight On Excellence – Dr. Wang Middle School Musical

The first Spotlight on Excellence featured students from the Dr. Wang Middle School singing a song from their recent production of Elf.

3.II. STEM Academy @ The Rogers School MassCUE Presentation

The second Spotlight on Excellence featured a video that showed students from the STEM Academy @ The Rogers School participating in the CueKids showcase where they, and other students from across the Commonwealth, presented innovative ways they used technology to enhance their learning and understanding.

Mr. Nutter made a motion to cancel the Lowell School Committee Meeting scheduled for January 2, 2019; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

Mr. Nutter made a motion to suspend the rules to take Item # 7.I. Forensic Review and Analysis under the Reports of the Superintendent out of order; seconded by Ms. Martin 6 yeas, 1 absent APPROVED



4. MINUTES

4.I. Minutes: Approval of the Minutes of the Regular School Committee Meeting of Wednesday, December 5, 2018.

Ms. Martin 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: December 19, 2018

Ms. Doherty made a motion to approve the Permission to Enter; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED

6. MOTIONS

6.I. [By Gerard Nutter]: Request by first School Committee meeting in January, for City Manager's Office to provide to the School Committee, copies of all documentation justifying the trash increase from \$169,064 in 2014 to \$322,037 in 2015 - \$341,095 in 2016 and \$339,943 in 2017 based on this formula in the Maintenance of Effort Agreement - the following formula shall be applied: The total yards per week of trash removed for the public schools x 88.35 pounds per years x \$ 70 per ton x 40 weeks of school. To calculate the recycling expense the following formula shall be applied: Total expense of the City of Lowell x 3.28% (total percentage of trash removal expense).

Mr. Nutter made a motion to approve; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

6.II. [By Gerard Nutter]: School Committee direct Atty. Jim Hall to work with DESE and provide School Committee with Legal opinion on who is responsible to fund transportation for public education, who is responsible by law to oversee public education transportation including routes and bidding and how much if any the City receives in Charter School Transportation reimbursement and why that doesn't go to the School Dept. if School Dept. has to take transportation from city's cash contribution.

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

6.III. [By Gerard Nutter]: School Committee request Atty. Hall to work with DESE to offer legal opinion on how City is able to charge \$1,500,000.00 in health personal cost against NET School Spending but then keep ALL Medicaid reimbursement when School Personal fill out all the required paperwork and if School Personal should cease to do that.

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



6.IV. [By Gerard Nutter]: School Committee vote to formally abolish existing Maintenance of Effort Agreement with City and create a subcommittee of Asst. Supt. of Finance, Mayor and Finance Subcommittee Chair to begin negotiations for a new agreement for the 2019/2020 School Year for entire School Committee to approve.

Mr. Nutter amended the motion to form a Subcommittee to work with the City to get a new Maintenance of Effort Agreement by March 1, 2019; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED

6.V. [By Robert Hoey]: Request that the Superintendent direct Human Resources to conduct exit meeting surveys of teachers that requested transfers last year including the reasons why they requested a transfer.

Due to not currently having a Human Resources Director the motion will read:

Request that the Superintendent direct Human Resources once the Human Resources Director is in place to conduct exit meeting surveys of teachers that request a transfer including the reasons why they requested a transfer.

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

6.VI. [By Robert Hoey]: Request that the Superintendent direct Human Resources to develop a formal list of recruiting sources that work with minorities, female, the disabled, and veterans. Also provide a report on how many employees do we have in each bargaining unit and not affiliated that are minority, disabled, veteran and reservists and guardsmen.

Due to not currently having a Human Resources Director the motion will read:

Request that the Superintendent direct Human Resources to develop once the Human Resources Director is in place a formal list of recruiting sources that work with minorities, female, the disabled, and veterans. Also provide a report on how many employees do we have in each bargaining unit and not affiliated that are minority, disabled, veteran and reservists and guardsmen.

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

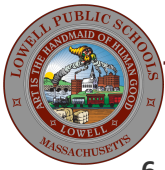
6.VII. [By Jacqueline Doherty]: Superintendent meets monthly during the school year with leadership of the Citywide Family Council.

The motion shall read the Superintendent or his/her designee.

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

6.VIII. [By Jacqueline Doherty]: Citywide Family Council makes a yearly presentation to the Lowell School Committee in January-February that outlines accomplishments to date and plans going forward.

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



6.IX. [By Jacqueline Doherty]: Lowell School Committee allocates funds to support Citywide Family Council per recommendations from Administration, beginning with 2019-2020 budget.

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

7. REPORTS OF THE SUPERINTENDENT

7.I. Forensic Review and Analysis

Chris Rogers and Hannah York from CliftonLarsonAllen gave the Committee a summary of the forensic review and analysis regarding certain financial activities of the Lowell Public Schools for fiscal year 2017-2018. The review was to identify if any fraud or noncompliance with laws, regulations, contracts and or grants occurred. The forensic review and analysis encompassed the following:

- Interviewing certain Lowell Public Schools personnel
- Reviewing Lowell Public Schools general fund budget and expenditure
- Reviewing certain revolving and other special revenue funds
- Reviewing principal contracts, salaries, salary adjustments, extra pay and other payroll matters
- Reviewing regular and special education transportation contracts and payments
- Reviewing non-payment of vendor invoices
- Reviewing other contracts and payments
- Limited review of the 2019 Lowell Public School budget

The results identified numerous instances of non-compliance with laws, regulations, contracts and/or grants. The results also identified a significant lack of internal controls surrounding accounts payable, payroll, budgeting, journal entries and transfers, and procurement.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

7.II. Parent/Teacher Meeting Update

Acting Superintendent Durkin gave the Committee an update that included dates and times for Parent/Teacher meetings at each school. The report provided a final count of parent participation through December 6, 2018 at each school either by grade or school.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

7.III. School Site Council Report

Acting Superintendent Durkin provided a report to the Committee that gave them an updated list of the parent leaders for 2018-2019. The report also included an audit of the webpages in each of the schools.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED



7.IV. Business Office Update

Billie Jo Turner, Interim Assistant Superintendent for Finance provided the Committee with updates regarding the following:

The MASC Policy Manual has been fully loaded and is now available for viewing. The district contacted the MASC to inquire about the contract/agreement. Since the policy upload was with a 3rd party and had already started, we could not delay this agreement for \$3,500. The hosting service requires a small annual fee each year. The School Committee needs to vote if we want to proceed will the full manual review for \$10,500 to be spread over three (3) fiscal years or to put it on hold.

Mr. Nutter made a motion to delay the full manual review at this time; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

Billie Jo Turner, Interim Assistant Superintendent for Finance also informed the Committee that due to the resignation of the Assistant Human Resources Director, the district needs to post the Human Resources Director position as soon as possible.

Mr. Nutter made a motion to post the Human Resources Director position; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

The last update was regarding the total for bad bills and how it continues to grow. The total at this time is \$218,000. At this time, a motion needs to be made and sent to the City Council to have them vote to pay these past year expenditures per the City Auditor.

Mr. Nutter made a motion to formally request through the Mayor that a motion be sent to the City Council asking them to pay \$218,000 in bad bills to pay for the past year expenditures; seconded by Ms. Doherty. 6 yeas, 1 absent APPROVED

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

7.V. Response to Gerald Nutter's Motion of 09/19/18 Regarding Bailey School Gymnasium

Billie Jo Turner, Interim Assistant Superintendent for Finance provided a quote for gym wall padding in the amount of \$9,460. Ricky Underwood, Director of Facilities sought the quotations and only one was obtained.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 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. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

7.VII. List of Eligible Teachers

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

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

7.VIII. Enrollment Figures

The district enrollment report provided to the Committee showed the breakdown by school and grade through December 10, 2018.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

7.IX. Report On Motions

Acting Superintendent Jeannine Durkin provided the monthly report on the status of outstanding motions and asked the Committee if they had any concerns or questions.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 7.I through 7.IX as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

7.X. Home Education

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

Carmen Baez
36 Lilley Avenue

Margo Thach
309 Pawtucket Blvd. #8

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



8. NEW BUSINESS

8.I. Review of Proposed AFJROTC MOA

Mr. Descoteaux made a motion to approve the proposed AFJROTC MOA; seconded by Mr. Nutter. 6 years, 1 absent APPROVED

8.II. Second Reading Public Gifts to Schools Policy

Acting Superintendent Jeannine Durkin provided a revised Public Gifts to School Policy that includes specific language relative to donated technology in the existing policy.

Mr. Nutter made a motion to approve the Public Gifts to Schools Policy (File: KCD); seconded by Mr. Descoteaux. 6 years, 1 absent APPROVED

9. CONVENTION/CONFERENCE REQUESTS

9.I. Trip- La Jolla, CA,

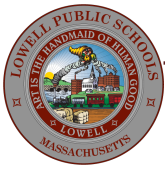
Permission for Martha Cohn, Coordinator of Science and Social Studies, Patricia Myers, STEM Support Specialist, David Anderson, Principal of the McAuliffe School and Arthur Santos, District Technology Integration Specialist, to attend 2019 CSforALL SCRIPT (Strategic CSforALL Resource & Implementation Planning Tool) Symposium, to be held at the Scripps Institution of Oceanography in La Jolla, CA, Monday, January 14th - Thursday, January 17th, 2019. There is no cost to the district. The cost of travel, including meals, transportation, and accommodations will be reimbursed to the participants, up to \$1,000 per person, by CSforAll.

Mr. Hoey made a motion to approve the conference request; seconded by Mr. Nutter. 6 years, 1 absent APPROVED

9.II. Trip- LHS to Florida

Head of School Marianne Busteed, request permission for ROTC staff members Lt. Col Eileen Ironfield, MSgt Kevin Casilli, and TSgt David Smith to travel to Daytona Beach, Florida with approximately 45 students for the Multi-Service JROTC Drill Competition. The competition is scheduled for Friday, May 3, 2018 through Sunday, May 5, 2018. The team will depart Lowell High School at approximately 6:00 a.m. on Wednesday, May 1, 2018 and travel by bus paid for by the AFJROTC funds, and will return on Wednesday, May 7, 2018. The estimated cost of the competition will not exceed a total of \$43,500 including transportation; lodging and food. This will be paid with Air Force funds, fundraising, and donations.

Mr. Descoteaux made a motion to delay approval of the LHS to Florida conference; seconded by Ms. Doherty. 6 years, 1 absent APPROVED



10. PROFESSIONAL PERSONNEL

10.I. The Members of the United Teachers of Lowell Hereby Donate Eleven [11] Sick Leave Days to Tamara Jordan, Robinson School Teacher.

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

10.II. The Members of the United Teachers of Lowell Hereby Donate Sixteen [16] Sick Leave Days to Patricia Jussaume, Butler School Teacher.

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

10.III. The Members of the United Teachers of Lowell Hereby Donate Eighteen [18] Sick Leave Days to Bryan Owen, Lowell High School Teacher.

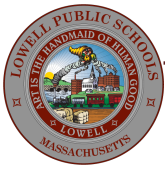
Mr. Descoteaux made a motion to approve; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

11. EXECUTIVE SESSION

11.I. Agenda Items:

- a) Non-Union Personnel: Update and consideration in regard to negotiations related to 2 principal contracts;
- b) SEIU/LSAA- Discussion regarding resolution of grievance related to sick leave buyback provisions;
- c) UTL - Consideration of Collective Bargaining proposals and update on negotiations
- d) Litigation- review and consideration of claim related to disputed bill for services
- e) SEIU- update on negotiations and consideration of clerical job description

Mr. Hoey made a motion to recess at 8:40 p.m., and to enter into Executive Session for the purpose of discussing Non-Union Personnel, SEIU/LSAA, UTL and Litigation of which open discussion may detrimentally affect the School Committee's position and to adjourn from Executive Session; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED



12. ADJOURNMENT

Mr. Hoey made a motion to recess at 8:40 p.m.; seconded by Mr. Nutter. 6 yeas, 1 absent Approved

Respectfully submitted,

Jeannine M. Durkin, Acting Superintendent and
Acting Secretary to the Lowell School Committee

JMD/mes