

Lowell Public Schools



REPORT ON STATUS OF OUTSTANDING MOTIONS

Report on Motions: June 19, 2019

ON-GOING REPORTS

Overtime & Extra Payments: Reported monthly
Lowell High School Advisory: October 2 nd , December 18 th , March 18 th , May 20 th ,
Recognize Retirees: Every June
School Maintenance Report: Every June
Annual Report on Textbook Purchases: Every August

OFFICE OF THE SUPERINTENDENT

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. SUPT	12/19/18	<p><u>Legal Opinion</u></p> <p>[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 personnel cost against NET School Spending but then keep ALL Medicaid reimbursement when School Personnel fill out all the required paperwork and if School Personnel should cease to do that.</p>		
2. SUPT	04/10/19	<p><u>Letter Opposing Settlement</u></p> <p>[by Gerard Nutter]: School Committee vote to direct our Lawyer to draft a letter to the magistrate in the Huot v. City of Lowell case opposing any settlement involving changing the way School Committee is elected/appointed due to lack of School Committee being allowed representation in the case.</p>		



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3. SUPT	05/01/19	<p style="text-align: center;"><u>Measles Transmission in Schools</u></p> <p>[by Robert Hoey]: Superintendent to provide the Committee a report in collaboration with public health authorities on how the district is following the Center for Disease Control's recommendations on how to reduce the potential risk of measles transmission in schools and determine what actions to take to further reduce the potential risk of measles transmission in schools.</p>		Completed 05/15/19
4. SUPT	05/15/19	<p style="text-align: center;"><u>State Mandated Program</u></p> <p>[by Gerard Nutter]: Request Superintendent provide SC with complete list of State mandated program requirements we are currently not adhering to along with an update of any Regular/Special Education programs that may have compliance issues.</p>		Will be presented on 06/19/19
5. SUPT	05/15/19	<p style="text-align: center;"><u>Policies and Programs & Support Refugee Students</u></p> <p>[by Jacqueline Doherty]: Request the Superintendent provide the committee with a report on the policies and programs to support our Refugee Students along with any recommendations for improvement. The report should include data on the number of Language-Other-Than-English students at each level/program in the district, the enrollment trends over the last five years, as well as upcoming enrollment projections.</p>		Completed Budget Session 05/16/19



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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>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 Update provided 04/20/19
3. 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>		Presented 04/10/19 Will be presented on 06/19/19
4. FO	04/04/18	<p style="text-align: center;"><u><i>LPS Budget's Compliance with City Regulations</i></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>		Will be presented on 06/19/19

Update on Status of Motions

To be presented at the meeting of Wednesday, June 19, 2019



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5. 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
6. 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>		
7. 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>		

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8. 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>		
9. FO	12/19/18	<p style="text-align: center;"><u>Maintenance of Effort Agreement</u></p> <p>[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.</p> <p>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, 2018</p>		Presented 04/10/19 Will be presented on 06/19/19
10. FO	12/19/18	<p style="text-align: center;"><u>Exit Meeting Surveys</u></p> <p>[by Robert Hoey]: 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.</p>		Ongoing to be established when Chief Human Resource Officer is hired



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11. FO	12/19/18	<p style="text-align: center;"><u>Formal List of Recruiting Sources</u></p> <p>[by Robert Hoey]: 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.</p>		
12. FO	01/16/19	<p style="text-align: center;"><u>In District Transfers and Departures</u></p> <p>[by Robert Hoey]: Once the HR is hired, a Report on how many in district transfers, and departures out of the district. A list from each individual school for the past five years.</p>		Ongoing to be established when Chief Human Resource Officer is hired
13. FO	01/16/19	<p style="text-align: center;"><u>Current Technology and Anticipated Needs</u></p> <p>[by Dominik Lay]: Schedule a Technology Subcommittee meeting to review the district's current technology and assess anticipated needs for current and additional technology.</p>		Update provided 04/03/19
14. FO	04/03/19	<p style="text-align: center;"><u>Assistance from Greater Lowell Technical</u></p> <p>[by Andy Descoteaux]: Ask the Superintendent to work with the City Manager to try and obtain the use of some of the Greater Lowell Technical students to help alleviate some of the open work orders that are overwhelming our city workers.</p>		Will be presented on 06/19/19

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15. FO	04/03/19	<p style="text-align: center;"><u>Next Maintenance of Effort Agreement</u></p> <p>[by Gerard Nutter]: School Committee vote to request City provide minimum 42% of their NET School spending requirement in the form of a cash contribution to the Lowell Public School System in the next Maintenance of Effort Agreement.</p>		Will be presented on 06/19/19
16. FO	04/03/19	<p style="text-align: center;"><u>City CFO Attend SC Meeting</u></p> <p>[by Gerard Nutter]: School Committee request in the next Maintenance of Effort Agreement that the City CFO or their representative attend the 2nd School Committee meeting every January with a detailed report on Maintenance of Effort charges year to date and October with a detailed report on Maintenance of Effort charges for the previous school year.</p>		
17. FO	04/03/19	<p style="text-align: center;"><u>Finance Subcommittee</u></p> <p>[by Gerard Nutter]: Request for a Finance Subcommittee before the next School Committee meeting and have Assistant Superintendent Turner present a list of policy and procedures that have been put in place that address many of the oversight and accounting issues raised in the Fiscal Audit.</p>		Schedule a Subcommittee meeting on 05/01/19
18. FO	04/10/19	<p style="text-align: center;"><u>Audit on City's Net School Spending Charges</u></p> <p>[by Gerard Nutter]: School Committee vote to request DESE conduct a fiscal compliance Audit regarding the City's Net School Spending charges.</p>		



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19. FO	04/10/19	<p style="text-align: center;"><u>Line Item for Translations</u></p> <p>[by Dominik Lay]: Ask that the Superintendent to create a line item for translations in the FY20 Budget for an amount to be determined.</p>		Completed Budget Session 05/16/19
20. FO	04/10/19	<p style="text-align: center;"><u>Report on Potential Savings</u></p> <p>[by Gerard Nutter]: Based on the City budget the last 2 years supplied by the City Manager in anticipating the City will provide at most approx. \$650,000 of their required \$2,000,000 increase in Net School Spending in the form of an additional cash contribution. School Committee direct Superintendent to provide report showing savings if we eliminate All Pre-School Programs, Adult Education , All Varsity/ JV / Intramural Athletics programs and rezoning School District for 2019/2020 School year.</p>		
21. FO	05/15/19	<p style="text-align: center;"><u>ERATE Reimbursement</u></p> <p>[by Gerard Nutter]: School Committee to vote to request that the City Council transfer the ERATE reimbursement of the Lowell Public School's paid telephone expense to the Lowell Public School funds.</p>		Will be presented on 06/19/19



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

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. CIA	05/15/19	<p><u><i>Design Shirts for Cleanup Day</i></u> [by Mayor Samaras]: Request the Superintendent of Schools And School Committee Review a Letter Requesting 5th Graders to Design Shirts for Council Members to Wear during Cleanup Day and To Forward Letter to 5th Grade Principals upon Review and Approval.</p>		Completed 06/19/19



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OFFICE OF THE DEPUTY SUPERINTENDENT – STUDENT SUPPORT SERVICES

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. SSS	12/19/19	<u>Allocates Funds to Support Citywide</u> [by Jacqueline Doherty]: Lowell School Committee allocates funds to support Citywide Family Council per recommendations from Administration, beginning with 2019-2020 budget.		



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CITY COUNCIL MOTIONS

	DATE OF MOTION	MOTION	EXPECTED COMPLETION DATE	STATUS
1. CC		<p style="text-align: center;"><u>City Auditor Attend School Committee</u></p> <p>[by Gerard Nutter]: Request Mayor invite City Auditor to attend the next School Committee meeting to address questions / finding stemming from the Fiscal Audit and best practice procedures. Among the issues to address:</p> <p>a. Use of School Facilities - The school department directed the City Auditor's office to reclassify \$180,000 of general fund operating expenditures to this fund. The only supporting documentation for this reclassification was a reference to the school budget. There was no direct correlation to the facilities use receipts. As a result, we consider the expenditure non-compliant with the MGL</p> <p>b. The school department charged the annual districtwide alarm system bills (\$46,197) and locker repairs (\$6,200) to the fund. We consider these expenditures non-compliant with the MGL as they are general operating expenditures.</p> <p>c. School Choice (Fund 1119) – per MGL, these funds are to be used for “expenses incurred in providing education for school choice students”. More than \$50,000 was reclassified to the school choice account from the state hurricane relief grant. The supporting documentation provided (explanation only) was that these costs related to transportation. As noted above, expenditure reclasses should have supporting documentation; otherwise they should not be approved by the City Auditor’s Office.</p> <p>d. How the Auditor allowed the Superintendent to submit a full year budget that was never voted on by the Lowell School Committee and why he never notified the City Council, Mayor or City Manager?</p>		

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2. CC		<p style="text-align: center;"><u>Policy BDF - Not Followed</u></p> <p>[by Gerard Nutter]: Request Mayor to explain why the existing Lowell School Committee Policy BDF - Advisory Committees to the School Committee was not followed when naming the Blue Ribbon Panel? Noting on the following last line of that policy.</p> <p>8-The school committee possesses certain legal powers and purgatives that cannot be delegated or surrendered to others. Therefore, all recommendations of an advisory committee must be submitted to the school committee. The committee will have the sole power to dissolve any of its advisory committees and will reserve the right to exercise this power at any time during the life of any committee.</p>		