

# LOWELL SCHOOL COMMITTEE

## *REGULAR MEETING MINUTES*

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**Date:** October 3, 2018  
**Time:** 6:30PM  
**Location:** City Council Chamber, 375 Merrimack Street, 2nd Floor, Lowell, MA 01852

### 1. SALUTE TO FLAG

### 2. ROLL CALL

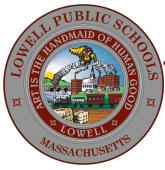
On a roll call at 6:35 p.m., all members were present, namely: **Mr. Nutter, Mayor Samaras, Mr. Descoteaux, Ms. Doherty, Mr. Hoey, Mr. Lay and Ms. Martin.**

### 3. SPECIAL ORDER OF BUSINESS

#### 3.1. Spotlight On Excellence – Summer Reading Program

The Spotlight on Excellence presentation featured the eleventh 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:** Alexandra Carvalho, Caulin Flynn, Sasha Wainaina  
**Bartlett School:** Kydan Bun, Nana Kofi Donkor, Maxine Em  
**Butler School:** Rebecca Mergenthaler, Gemalai Salazar, Hasley Son  
**Daley School:** Ethan Chan, Douglas Forsythe, Alexia Nou  
**Greenhalge School:** Kaylee Carolan, Ivan Ramirez, Jatiana Otero  
**Laura Lee:** Jesus Pizarro Mclellan, Ethan Price  
**Lincoln School:** Jayden Hourn, Leda Loy, Christopher Ruiz  
**McAuliffe School:** Alyani Irizarry De Leon, Jayden MacIntosh, Heidy Rebelo  
**McAvinnue School:** Maria Camargo, Chanele Campos, Eliel Rivera  
**Moody School:** Ariel Cardia, Maryam Ismael, Eddylynn Phanor  
**Morey School:** Chanvatey Chim, Kylie Panyanouvong, Kalyana Saysongkham  
**Murkland School:** Jazlynn Cedeno, Nathan Heang, Sara Kaleb Negusse  
**Pawtucketville School:** Remynisce Carrillo, Christopher Kuria, Donica Var  
**Pyne/Arts School:** Damiyah Damour, Patrick Do, Angelica Pareja  
**Reilly School:** Olivia Brioche, Nathan Demello, Maura Tobin  
**Robinson School:** Lucy Bridge, Brenda Cruz, Hailena Lim-Nou  
**Shaughnessy School:** Zacharie Croteau, Zoe Croteau, Amber Neves  
**STEM Academy @ Rogers:** Cedaine DeCosma, Pamella DosSantos, Paolla DosSantos  
**Stoklosa School:** Fiona Lay, Dariya Sam, Socheata Thaep  
**Sullivan School:** Alison Dasilva, Betsy Hoff, Nathan Olavarria  
**Wang School:** Emiliannys Baez, Elianna Shaw, Ann Kirsten Tweneh  
**Washington School:** Kaylee Seng, Sufyan Syed, Hailey White



#### 4. MINUTES

4.I. Minutes: Approval of the Minutes of the regularly scheduled Lowell School Committee Meeting of Wednesday, September 19, 2018

**Ms. Martin made a motion to accept the minutes and to place them on file; seconded by Mr. Hoey. 7 yeas APPROVED**

#### 5. PERMISSION TO ENTER

5.I. Permission To Enter: October 3, 2018

**Ms. Doherty made a motion to approve the Permission to Enter; seconded by Mr. Descoteaux. 7 yeas APPROVED**

5.II. S.E.I.U. Clerks 1: Ratification of Memoranda of Agreement - S.E.I.U. Clerks

- a. July 1, 2016 - June 30, 2017
- b. July 1, 2017 - June 30, 2020

**Ms. Doherty made a motion to approve the S.E.I.U. Clerks 1: Ratification of Memoranda of Agreement – Section A – July 1, 2016 – June 30, 2017; seconded by Mr. Descoteaux. 7 yeas APPROVED**

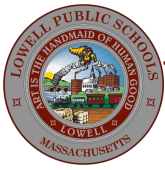
**Ms. Doherty made a motion to approve the S.E.I.U. Clerks 1: Ratification of Memoranda of Agreement – Section B – July 1, 2017 – June 30, 2020; seconded by Mr. Descoteaux. 7 yeas APPROVED**

#### 6. MEMORIALS

6.I. Jordan Thach, Daley School Student

6.II. David Cunningham, Husband of Retired Special Education ETC Marcia Cowdrey

6.III. Charlotte Schlichtman, Mother of Coordinator Of Research, Testing And Assessment Paul Schlichtman,



## 7. MOTIONS

**7.I. [By Robert Hoey]:** Administration to set up meeting with the Lowell High School Subcommittee for the purpose of discussing discipline and the Latin Lyceum.

**Mr. Hoey made a motion to approve; seconded by Mr. Descoteaux. 7 yeas APPROVED**

**7.II. [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.

Acting Superintendent Durkin stated that she spoke with City Solicitor O'Connor and the Solicitor stated that at district-wide events the press is welcome, but at a closed meeting specifically held for the parents such as a PTA event, etc. the press is not welcomed.

**Mr. Nutter made a motion to approve; seconded by Ms. Doherty. 7 yeas APPROVED**

**7.III. [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.

Acting Superintendent Durkin will discuss this motion with the City Solicitor and report back to the Committee.

**Mr. Nutter made a motion to approve; seconded by Mr. Descoteaux. 7 yeas APPROVED**

**7.IV. [By Dominik Hok Lay]:** Request the Mayor and City Solicitor to provide update on the status of contemplating terminating of Dr. Salah Khelifaoui as an extra item in today's executive meeting.

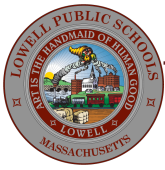
This motion was withdrawn.

## 8. SUBCOMMITTEES

**8.I. Policy Subcommittee:** Approval of the Minutes of the Meeting of Wednesday, September 19, 2018 [Gerard Nutter, Chair of Policy Subcommittee]

Mr. Nutter, Chairperson of the Policy Subcommittee reported out on this at the Lowell School Committee Meeting on September 19, 2018.

**Mr. Nutter made a motion to accept the report as a report of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED**



## **9. REPORTS OF THE SUPERINTENDENT**

### **9.I. First Day of School Report**

Acting Superintendent Durkin provided an update to the Committee from all departments of the Lowell Public Schools providing details of summer planning and first day of school accomplishments.

**Mr. Nutter made a motion to accept the following Reports of the Superintendent 9.I through 9.XI as reports of progress; seconded by Mr. Hoey. 7 yeas APPROVED**

### **9.II. Lowell High School Incident Update**

Marianne Busted, Head of School at Lowell High School provided a report to the Committee that chronicled the downtown incident that took place. The report included information regarding when the school was alerted about the altercations and the steps that were put in place to keep students and staff safe moving forward.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**

### **9.III. Food Service Audit Update**

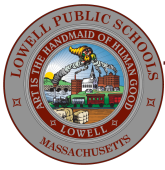
Ms. Turner, Interim Assistant Superintendent of Finance provided the Committee with a brief history and recap of the food service review process. The report provided a timeline provided by Aramark along with all of the correspondence records.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**

### **9.IV. Response to Connie Martin's Motion Of 09/05/18 Regarding School Libraries**

Robin Desmond, Assistant Superintendent of Curriculum, Instruction & Assessment informed the Committee that an email was sent to all building Principals requesting the Administration to 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, a form was created and forwarded to leaders to list how they plan to maintain school site libraries during the upcoming school year.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**



## 9.V. Budget Update

Ms. Turner, Interim Assistant Superintendent of Finance provided the Committee with updates on the budget:

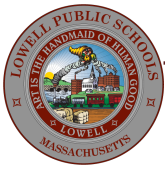
- A six year history on revolving fund balances. Revolving funds do not close out like the General Fund. These actuals are based on balances as of the end of the year and within the last two years, the Circuit Breaker, Food Service and Use of Facility accounts decreased by over \$4 million.
- Each elementary and middle school's outdoor play space was described.
- The Circuit Breaker reimbursement is based on a formula that takes the total tuition costs less the foundation amount to determine a net claim figure. The district then applies the reimbursement rate to estimate our Circuit Breaker reimbursement. Using the 72% of recent years, our expected reimbursement was \$3,739,545. The actuals were just released on 9/19/18 and the reimbursement rate was 72% as expected. However, the adjustments increased our reimbursement to \$4,098,886.
- Ms. Turner stated that Out of District tuition costs are very difficult to predict and based on both IEP and legal requirements of fiscal responsibility. The actual expenses for OOD last year were \$12 million dollars yet the budget was reduced to \$11 million. A summary tool has been created that will track all of the changes/impacts to Out of District tuition. This tool will update the expected shortfall monthly so that the district has a clear projection of what the financial impact will be by year end. Not included was a contingency budget into this figure due to the budget concerns the district is currently facing. The Business Office will keep the Committee updated with changes each month. Please note that since 7/6/18, we have enrolled 108 new students to Lowell with IEPs.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**

### 9.VI. Response to Andy Descoteaux's Motion of 06/20/18 Regarding Video Clips

Acting Superintendent Durkin provided a report to the Committee that informed them that requests have been made of all school Principals to provide the Superintendent with brief video clips. The videos will be shared with the School Committee and posted on the Lowell Public Schools website.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**



### 9.VII. Report on Motions

Acting Superintendent Durkin provided the Committee with a report on the status of outstanding motions. The motion regarding blizzard bags was inadvertently left off this month's report, but the motion has been returned to the report.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**

### 9.VIII. Personnel Report

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

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**

### 9.IX. List Of Eligible Teachers

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

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**

### 9.X. Home Education

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

Kathleen Cancro  
11 Rivercliff Road

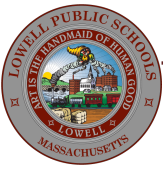
Sarah Lamothe & Jonathan Poole  
22 Forest Street

**Mr. Nutter made a motion to approve; seconded by Ms. Martin. 7 yeas APPROVED**

### 9.XI. Enrollment Figures

The district enrollment report provided to the Committee showed the breakdown by school and grade through September 28, 2018.

**Ms. Martin made a motion to accept the following Reports of the Superintendent 9.I through 9.VIII as reports of progress; seconded by Mr. Nutter. 7 yeas APPROVED**



**10. NEW BUSINESS**

**10.I. Budget Transfer**

<b>Department:</b>	<b>SCHOOLS</b>					
<b>TRANSFER TO:</b>						
<b>Account #</b>				<b>Description</b>	<b>Amount</b>	
<b>Org.</b>	<b>Object</b>	<b>Project</b>	<b>DESE Function</b>			
95437054	530002		<b>2350</b>	LDS SA - Prof Devel	\$ 8,500.00	
98710603	512301		<b>2300</b>	Rogers SA - Tutors	\$ 4,500.00	
				<b>TOTAL</b>	\$ 13,000.00	
<b>TRANSFER FROM:</b>						
<b>Account #</b>				<b>Description</b>	<b>Amount</b>	
<b>Org.</b>	<b>Object</b>	<b>Project</b>	<b>DESE Function</b>			
95410112	544400		<b>2300</b>	LDS SA - General Supplies	\$ 8,500.00	
98737033	530002		<b>2350</b>	Rogers SA - Prof Devel	\$ 4,500.00	
				<b>TOTAL</b>	\$ 13,000.00	

**Reason for Transfer: Shifting funds between school based allocation accounts to expend the budget.**

**Ms. Doherty made a motion to approve the budget transfer of \$13,000; seconded by Mr. Descoteaux. 7 yeas APPROVED**

**10.II. Accept Donation from Health Department**

**Ms. Doherty made a motion to approve the offer of a donation of a Laboratory Refrigerator at Lowell High School from the Health Department; seconded by Mr. Hoey. 7 yeas APPROVED**

**Mr. Descoteaux made a motion to take agenda item # 10.III out of order; seconded by Ms. Doherty. 7 yeas APPROVED**



### 10.III. MIAA Waiver

Acting Superintendent Jeannine Durkin provided the Committee with a request from Lowell High School Athletic Director, David Lezenski, seeking the approval of the Lowell School Committee for Lowell High School to seek a waiver with the MIAA to allow 8<sup>th</sup> graders to participate in Ice Hockey for the 2018-2019 school year.

**Mr. Descoteaux made a motion to approve the MIAA Waiver; seconded by Mr. Hoey. 7 yeas APPROVED**

### 11. CONVENTION/CONFERENCE REQUESTS

**Mr. Hoey made a motion to add a conference request from the Stoklosa School; seconded by Mr. Descoteaux. 7 yeas APPROVED**

#### 11.I. Trip-Vancouver, Canada

Requests permission for Stoklosa Music Teacher, Holly Johnston to attend an International music conference to be held on October 10th through October 13, 2018 in Vancouver, Canada. All expenses will be paid by UML through the National Science Foundation Grant. There will be no cost to the School Department budget.

**Ms. Martin made a motion to take and approve both convention/conference requests together; seconded by Mr. Descoteaux. 7 yeas APPROVED**

### 12. PROFESSIONAL PERSONNEL

### 13. EXECUTIVE SESSION

#### 13.I. Executive Session:

Agenda:

- Collective Bargaining/Litigation Report: Review of Compensation for Advisors and Golf/Tennis Coaches, After School Activities, and Negotiations with UTL.
- Collective Bargaining /Legal Update: Negotiations related to LSAA Job Descriptions, Staffing, and Department Chair Duties.

**Ms. Doherty made a motion to recess at 8:39 p.m., and to enter into Executive Session for the purpose of Collective Bargaining/Litigation Report: Review of Compensation for Advisors and Golf/Tennis Coaches, After School Activities, and Negotiations with UTL. Collective Bargaining/Legal Update: Negotiations related to LSAA Job Descriptions, Staffing, and Department Chair Duties, of which public discussion may detrimentally affect the School Committee's position, and to adjourn from Executive Session; seconded by Mr. Hoey. 7 yeas APPROVED**





**14. ADJOURNMENT**

**Mr. Nutter made a motion to recess at 8:39 p.m.; seconded by Mr. Hoey. 7 yeas Approved**

**Respectfully submitted,**

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

**JMD/mes**