Lowell Public School Committee

Regular Meeting Agenda

Date: April 15, 2020
Time: 6:30PM
Location: Join Zoom Meeting
https://zoom.us/j/98660741877?pwd=NzdyV0gzZVVwU2hrQ3BFR2RwWkdOZz09
Meeting ID: 986 6074 1877
Password: 8Ap69K

1. **SALUTE TO FLAG**

2. **ROLL CALL**

3. **SPECIAL ORDER OF BUSINESS**

3.1. This Meeting Is Being Held Remotely In Accordance With The Governor Of Massachusetts' March 12, 2020 Order Suspending Certain Provisions Of The Open Meeting Law G.L. C. 30A, Section 20.

3.2. Public Hearing Inter-District School Choice Program

Documents:

SCHOOL CHOICE PUBLIC HEARING.DOCX.PDF

4. **MINUTES**

4.1. Approval Of The Minutes Of The Special Meeting Of The Lowell School Committee Of March 27, 2020

Documents:

LSC SPECIAL MEETING MINUTES - MARCH 27, 2020.PDF

4.2. Approval Of The Minutes Of The Regularly Scheduled Lowell School Committee Meeting Of Wednesday, April 1,

2020

Documents:

LSC MINUTES - APRIL 1, 2020.PDF

4.3. Approval Of The Minutes Of The Special Meeting Of The Lowell School Committee Of Monday, April 6, 2020

Documents:

LSC SPECIAL MEETING MINUTES - APRIL 6, 2020.PDF

5. MOTIONS

5.1. [By Mayor John Leahy]:
Requesting that the administration provide the committee with an update on internet services, the status on Chromebooks distribution and the potential purchase of additional electronic devices.

5.2. [By Mayor John Leahy]:
Request that the Superintendent provide the committee with a report showing that the administration is working on a plan B for the FY21 Budget.

5.3. [By Connie Martin]:
Requesting that the Administration report on the roll out and implementation of the District-wide Remote Learning Policy. The report should include the recommended benchmarks and outcome measures that the district will be using to track both short and long term effectiveness of the existing plan.

5.4. [By Jackie Doherty]:
Request the Superintendent provide the committee with a report that examines the factors that may have contributed to tripling the number of student dropouts over the last few years including staff reductions, discontinued actions, or program changes

5.5. [By Jackie Doherty]:
Request the Superintendent develop a plan that enables custodial staff to safely clean and maintain school buildings and grounds during the shutdown, including the potential to complete projects often overlooked due to time constraints, such as inventory control and grounds

work.

5.6. [By Michael Dillon Jr.]:

Request that the administration explore closing LPS through the end of the current school year and continuing to operate in a distance-learning environment.

5.7. [By Michael Dillon Jr.]:

Request the Superintendent ask the Athletic Director to provide a report identifying any recommendations to be considered for athletics during the current budget process.

5.8. [By Michael Dillon Jr.]:

Request the Administration provide a report on the position of Athletic Director at Lowell HS including a job description, outline of responsibilities, number of teams/ programs, number of staff, and any other relevant information available.

6. SUBCOMMITTEES

6.1. Finance Subcommittee:
Report and Approval of the Meeting of Wednesday, April 8, 2020 [Connie Martin, Chairperson]

Documents:

FINANCE SUBCOMMITTEE -APRIL 8, 2020.PDF

7. REPORTS OF THE SUPERINTENDENT

7.1. COVID-19 Response Update

Documents:

LPS COVID-19 RESPONSE 4-15.20.PDF

7.2. Lowell High School Head Of School Hiring Update

Documents:

LPS LHS HOS SCHOOL PROCESS 3 SC MTG 4-15-20 .PDF

7.3. Report On Motions

Documents:

REPORT MOTIONS APRIL 15,.PDF

7.3.1. Response To Motion 5.CAO Of 02/19/20 By Hillary Clark: Makerspaces In Lowell Public Schools Request The Superintendent Provide A Status Update On The Use Of The Makerspace's At Lowell High School And The Bartlett Community Partnership School.

Documents:

MAKERSPACE RESPONSE TO MOTION.PDF

7.3.2. Response To Motion 5. COO Of 03/27/20 By Bob Hoey: Superintendent To Review With Solicitor The School Committee's Authority To Vote On Paying Transportation Providers And Other Venders When Services Could Not Be Performed Because Of COVID-19 Closure Of Schools.

Documents:

MOTION RESPONSE- AUTHORITY ON CONTRACTS .PDF

8. NEW BUSINESS

8.1. Grading And Promotion Policies During Covid-19 Public Health Crisis

Documents:

GRADING AND PROMOTION POLICIES DURING COVID-19.PDF

8.2. Approval Of Revised 2019-2020 School Calendar Due To Health Emergency

Documents:

CURRENT VERSION 2019-2020 SCHOOL CALENDAR WITH EARLY RELEASE.PDF
2019-2020 SCHOOL CALENDAR REVISED 4-13.PDF

9. PROFESSIONAL PERSONNEL

9.1. UTL Donated Sick Days For Julie Bannerman

Documents:

UTL.PDF

10. ADJOURNMENT

LOWELL PUBLIC SCHOOLS

Superintendent Office
155 Merrimack Street
Lowell, Massachusetts 01852

Phone: (978) 674-4324
Fax: (978) 937-7609
E-mail: superintendent@lowell.k12.ma.us

Public Hearing - School Choice

To: Michael Geary, City Clerk

From: Joel D. Boyd, Ed.D Superintendent

Date: April 13, 2020

Re: Public Hearing - School Choice

A Public Hearing is being called for the purpose of reopening the discussion regarding the feasibility of School Choice at Lowell High School for the 2020-2021 school year. The Public Hearing will be held on April 15, 2020 in the Council Chambers at City Hall at 6:30 PM.

xc: Central Office Administrators
Principals, Headmaster
United Teachers of Lowell
Clerical Unit
LSAA
Lowell Sun
Wendy Blom, Lowell Telecommunications
Mary Sheehan, Recorder

LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: March 27, 2020
Time: 6:00PM
Location: Virtual Meeting Join Zoom Meeting
https://zoom.us/j/527081216
Meeting ID: 527 081 216

This meeting is being held remotely in accordance with the Governor of Massachusetts' March 12, 2020 order suspending certain provisions of the Open Meeting Law G.L. 30A, Section 20.

1. SALUTE TO FLAG

2. ROLL CALL

On a roll call at 6:09 p.m., all members were present, namely: Ms. Martin, Ms. Clark, Mr. Descoteaux, Mr. Dillon, Ms. Doherty, Mr. Hoey and Mayor Leahy.

3. SPECIAL ORDER OF BUSINESS

3.1. An Executive Session May Be Called To Discuss Collective Bargaining, Strategies and/or Possible Litigation Under Open Meeting Law, Chapter 30A, Section 21 (A) (B), 2, 3 Of The Commonwealth Of Massachusetts General Laws. Open Meeting Discussion May Have A Detrimental Effect On The Bargaining Or Litigating Position Of The Public Body.

4. MOTIONS

4.1. [By Bob Hoey]: Superintendent to review with Solicitor the School Committee's authority to vote on paying transportation providers and other vendors when services could not be performed because of COVID-19 closure of schools.

Ms. Turner, Chief Financial Officer informed the Committee that she has a planned conference call with the State on Monday, March 30th and she will be receiving more information and will provide that to the Committee.

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

4.2. [By Mayor John Leahy]: To authorize the Superintendent to donate Lowell school supplies that may be needed for Covid-19 response to Lowell fire department for distribution.

Mayor Leahey made a motion to approve; seconded Mr. Hoey. 7 yeas APPROVED

5. EXECUTIVE SESSION

Ms. Martin made a motion to recess at 6:18 p.m. and to enter into Executive Session for the purpose of discussing Collective Bargaining, Strategies and/or Possible Litigation under Open Meeting Law, Chapter 30A, Section 21 (A) (B), 2, 3 of the Commonwealth Of Massachusetts General Laws related to: Consideration, Discussion, and Action on MOA - LSAA work at home during school closure, Consideration, Discussion, and Action on MOA - UTL work at home during school closure and Consideration, Discussion, and Action on MOA - Cafeteria work during COVID-19 closure of which open meeting discussion may have a detrimental effect on the bargaining or litigating position of the public body, and to adjourn from Executive Session; seconded by Mr. Hoey. 7 yeas APPROVED

5.1. Items:

1. Consideration, Discussion, and Action on MOA - LSAA work at home during school closure
2. Consideration, Discussion, and Action on MOA - UTL work at home during school closure
3. Consideration, Discussion, and Action on MOA - Cafeteria work during COVID-19 closure

6. ADJOURNMENT

Ms. Martin made a motion to recess at 6:18 p.m.; seconded by Mr. Hoey. 7 yeas APPROVED

Respectfully submitted,

Joel D. Boyd, Ed.D., Superintendent and
Secretary to the Lowell School Committee

JDB/mes

LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: April 1, 2020
Time: 6:30PM
Location: Join Zoom Meeting
https://zoom.us/j/746616574
Meeting ID: 746 616 574

1. SALUTE TO FLAG

2. ROLL CALL

On a roll call at 6:38 p.m., all members were present, namely: Ms. Clark, Mr. Descoteaux, Mr. Dillon, Ms. Doherty, Mr. Hoey, Mayor Leahy and Ms. Martin.

3. SPECIAL ORDER OF BUSINESS

3.1. This Meeting Is Being Held Remotely In Accordance With The Governor Of Massachusetts' March 12, 2020 Order Suspending Certain Provisions Of The Open Meeting Law G.L. C. 30A, Section 20.

Mayor Leahy read to the public that this meeting was being held remotely in accordance with the Governor of Massachusetts' March 12, 2020 order suspending certain provisions of the Open Meeting Law G.L.C. 30A, Section 20.

4. MINUTES

4.1. Approval of the Minutes of the Regularly Scheduled Lowell School Committee Meeting of Wednesday, March 4, 2020

Ms. Clark made a motion to approve and place on file the minutes from the regularly scheduled Lowell School Committee Meeting of Wednesday, March 4, 2020; seconded by Mr. Descoteaux. 7 yeas APPROVED

5. PERMISSION TO ENTER

5.1. Permission to Enter 1: April 1, 2020

Ms. Martin made a motion to approve the Permission to Enter; seconded by Mr. Hoey. 7 yeas APPROVED

5.2. Permission to Enter 2: April 1, 2020

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

6. MEMORIALS

6.1. Paula Abraham, Retired Teacher in the LPS

6.2. Violet Santamaria, Retired Teacher in the LPS, Who Lived A Very Long Life, 104.

6.3. Robert Hand, Jr. Lowell High School Custodian.

6.4 Marilyn Gill, Mother of Mary Geoffroy, Data Scheduler at Lowell High School, Grandmother to Gina Martel, Social Worker at the Freshman Academy and Aunt to Mayor Leahy.

7. MOTIONS

7.1. [By Andy Descoteaux]: Ask the Superintendent to ask the City Manager what the status is of the empty judicial buildings in the city. If they are available for city use, the LPS could use one or two.

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

7.2. [By Bob Hoey]: That the superintendent produce a report by April 1, 2020 meet with the following information charting out spend expenditures by year for the last 15 years (or as far as back as possible):

- Number of total special education budget; l Percentage of kids receiving special location services;
- Amount of money spent on out of district services; l Percentages of children utilizing out of district services;
- Number of employees working in Special Education (please also provide their job descriptions);
- Total of number of employees within the district per year

Mr. Hoey stated that the administration can have as much time as they need to provide the information back to the Committee.

Mr. Hoey made a motion to approve; seconded by Ms. Clark. 7 yeas APPROVED

7.3. [By Mayor John Leahy]: Request the Superintendent to update the Committee on district's plan to support the 2020 United States Census.

Mayor Leahey made a motion to approve; seconded by Mr. Hoey. 7 yeas APPROVED

7.4. [By Andy Descoteaux}: Ask the Superintendent to provide a report at the next School Committee meeting on the legal ramifications of remote learning as it applies to our SPED population.

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

8. SUBCOMMITTEES

8.1. Curriculum & Instruction Subcommittee Meeting: Approval of the Minutes of the Meeting of Wednesday, March 4, 2020 [Connie Martin, Chairperson]

Chairperson Martin gave a report to the Committee from the Curriculum & Instruction Subcommittee Meeting at the March 4, 2020 School Committee meeting.

Ms. Martin made a motion to accept the Curriculum & Instruction Subcommittee report as a report of progress; seconded by Mr. Hoey. 7 yeas APPROVED

8.2. Policy Subcommittee Meeting: Approval of the Minutes of the Meeting of Wednesday, March 4, 2020 [Jackie Doherty, Chairperson]

Chairperson Doherty gave a report to the Committee from the Policy Subcommittee Meeting at the March 4, 2020 School Committee meeting.

Mr. Hoey made a motion to accept the Policy Subcommittee report as a report of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9. REPORTS OF THE SUPERINTENDENT

9.1. Student Opportunity Act Update

The Student Opportunity Act Update provided to the Committee included the following:

- Overview of the Student Opportunity Act
- Core Beliefs and Fundamental Commitments
- Review of LPS' Long-Term Strategic Priorities
- Alignment of Priorities and Allowable SOA Expenditures
- SOA-Approved Program Areas and Resource Needs
- Remaining Budget Considerations
- Next Steps for SOA Plan Submission to DESE in April

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.2. Report from the United Teachers of Lowell

Paul Georges, UTL President spoke to the Committee about a survey teachers and paraprofessionals took that was conducted by the UTL. The survey included the following information:

- Demographics: Respondents
- District Proposed Priorities
- Identifying Impediments to Students Learning and Teachers Teaching
- Disruptive Behaviors & Social-Emotional Support
- Statements from Teachers and Paraprofessionals
- Staffing Needs
- Responses to Staff Questions
- Restoring Previously Eliminated Programs
- Restoring Newcomer Classrooms
- Resources
- Other Issues that were Identified Through the Survey
- Understanding School Site Councils
- Educator Voice: How PD Needs are Best Determined
- Time and Focus on Standardized Testing
- Conditions of Buildings
- Students Learning and Teachers Teaching: Impact of Addressing Concerns

Lori McCarthy was registered and spoke to the Committee regarding the survey.

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.3. Coronavirus (COVID-19) Response

Ms. Phillips, Chief Engagement & Equity Officer provided an update to the Committee regarding the Coronavirus (COVID-19) Response. The update included the following information:

- Communication tools (messages by email, phone, social media and the website sent out to the entire student population and in multiple languages)
- Breakfast and Lunch still being provided for students
- Home Learning that includes an at home learning section on our website, home learning packets have been made available at the lunch sites, resources to address mental and social emotional needs have been uploaded on the website)
- School Site Councils and School Based Budgeting Process
- Central Office and Family Resource Center
- Registration and the Knowledge Bowl finals have been delayed

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.4. Article 24 Request

Dr. Guillory, Chief Schools Officer provided a report that informed the Committee that each school responded to a request for materials. The report included schools and their requests. The total estimated amount requested in the report is $405,741.17.

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.5. Report on Motions

Superintendent Boyd provided the Committee with an updated report on the status of outstanding motions and asked the Committee if they had any concerns or questions.

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.5.1. Response to Motions 6 & 7. CAO of 03/04/20 by Mayor John Leahy: Idea Camp and Report on Summer School

- Request the Superintendent provide the committee with an update on Summer School Programs.
- Request the Superintendent provide the committee with an update on IDEA Camp.

Ms. Desmond, Chief Academic Officer provided the Committee with a report that informed them that preparation is well underway for the 2020 summer programming. Due to an increase in grants to the district we will be providing more summer learning opportunities for youth than in past years. She also informed the Committee that with support from the district and partners Project Learn and UMASS Lowell, the 2020 IDEA camp will once again be offered to our students in grades 5 – 10. The IDEA camp will be operating for three (3) weeks from July 6th – 24th. Scholarships are available for Lowell Public School students at a reduced rate of $40 per week.

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.5.2. Response to Motion 1. CSO of 02/19/20 by Andy Descoteaux: Ask the Superintendent to review whether or not all of our schools (save the High School) have incorporated recess into their daily schedules.

Dr. Guillory, Chief Schools Officer provided a report that informed the Committee that all schools have incorporated recess (save the high school) into their daily schedules. The report included a chart that delineates the amount of time afforded for recess at each school/program serving elementary and middle school students.

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.6. List of Eligible Teachers

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

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

9.7. Personnel Report

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

Mr. Dillion made a motion to accept the following Reports of the Superintendent 9.1 through 9.7 as reports of progress; seconded by Ms. Doherty. 7 yeas APPROVED

10. <u>NEW BUSINESS</u>

10.1. Budget Transfer

Department:	**SCHOOLS**				
TRANSFER TO:					
Account #				**Description**	**Amount**
Org.	**Object**	**Project**	**DESE Function**		
99341227	570102		**1400**	Admin. Tech. - Hardware	$ 350,000.00
92510603	512110		**2000**	Molloy Coordinator	$ 1,450.95
90141103	512902		**2200**	Cardinal School Clerk	$ 40,950.82
90241103	512902		**2200**	Bailey School Clerk	$ 10,567.31
91241103	512102		**2200**	McAvinnue Asst. Principal	$ 6,460.05
91241103	512902		**2200**	McAvinnue School Clerk	$ 9,328.84
91541103	512902		**2200**	Greenhalge School Clerk	$ 14,124.58
92541105	512902		**2200**	Molloy School Clerk	$ 9,328.81
92741103	512902		**2200**	Moody School Clerk	$ 10,179.75
93641103	512101		**2200**	Pawtucket Principal	$ 2,427.24
93641103	512902		**2200**	Pawtucket School Clerk	$ 9,328.83
95041103	512902		**2200**	Shaughnessy School Clerk	$ 9,328.84
95441103	512902		**2200**	LDS School Clerk	$ 9,737.62
95541103	512902		**2200**	Washington School Clerk	$ 5,275.94
97541103	512902		**2200**	McAuliffe School Clerk	$ 9,799.93
98041103	512902		**2200**	Murkland School Clerk	$ 9,328.85
98341103	512902		**2200**	Bartlett School Clerk	$ 8,858.10
98541103	512902		**2200**	Daley School Clerk	$ 16,829.31
98641103	512102		**2200**	Robinson Asst. Principal	$ 66,603.00

98641103	512902		**2200**	Robinson School Clerk	$ 8,676.52
98741103	512102		**2200**	Rogers Asst. Principal	$ 116,062.84
98741103	512902		**2200**	Rogers School Clerk	$ 12,560.34
99010703	512958		**2200**	LHS Paraprofessional	$ 4,874.29
99030306	512112		**2200**	LHS Student Supt Spec - FA	$ 7,090.70
99041103	512902		**2200**	LHS School Clerk	$ 29,364.45
99241103	512902		**2200**	NONINSTRUCT/SEC&CLERSAL	$ 57,559.84
92037020	530002		**2350**	Lincoln SA - Prof. Dev.	$ 27.50
98737033	530002		**2350**	Rogers SA - Prof. Dev.	$ 327.08
99237070	512903		**2350**	SW PROF STAFF/CLASSROOM TEACHR	$ 4,950.04
99310008	512155		**2350**	ACADEMIC COACHES	$ 62,115.56
99310008	512963		**2350**	Teacher Acad. Mentors K-8	$ 3,400.00
99312003	512110		**2350**	Coordinator of Math (PK-4)	$ 859.38
99035003	512105		**2700**	LHS Guidance Counselor	$ 82,549.90
99320104	511000		**3200**	School Nurses - Special Ed.	$ 39,050.38
93541408	512915		**4000**	LeBlanc Security Guard	$ 2,284.50
99041403	512915		**4000**	LHS Security Guard	$ 113,997.94
99047103	512960		**4000**	LHS Custodian	$ 364,943.65
99347103	512906		**4000**	Director of Operations/Mainten	$ 424.46
99347103	512960		**4000**	Administration Bldg. Custodian	$ 46,851.05
95047103	512960		**4110**	Shaughnessy Custodian	$ 3,586.18
				TOTAL	$ 1,561,465.37
TRANSFER FROM:					
Account #				**Description**	**Amount**
Org.	**Object**	**Project**	**DESE Function**		
99341129	511000		**2200**	Principal Merit Increases	$ 1,450.95
91810103	512903		**2300**	Pyne Arts Elementary Teacher	$ 146,885.63
99328106	512969		**2300**	Behavior Specialist - K-4	$ 155,084.67
91811403	541500		**2400**	BASIC TEXT	$ 2.09
92741113	541500		**2400**	BASIC TEXT	$ 0.25
98410604	541500		**2400**	BASIC TEXT	$ 151.00
98941104	541500		**2400**	BASIC TEXT	$ 0.22
99338007	541600		**2400**	ELL Textbooks	$ 3.36
91510124	541000		**2450**	Greenhalge SA - Technology Exp	$ 100.00
95510124	541000		**2450**	Washington SA - Tech. Exp.	$ 1.33
96010124	541000		**2450**	Stoklosa SA - Tech. Exp.	$ 0.03
98310624	541000		**2450**	Bartlett SA - Technology Exp.	$ 107.09
98410624	541000		**2450**	Butler SA - Technology Exp.	$ 1,088.00
98810624	541000		**2450**	Sullivan SA - Technology Exp.	$ 1,167.50

99030510	541000		**2450**	LHS SA - Technology Exp.	$ 3.78
99311203	512112		**2450**	Tech. Instr. Suport Specialist	$ 0.29
98735003	512105		**2700**	Rogers Guidance Counselor	$ 4,714.81
99310451	512135		**2800**	Social Workers	$ 159,190.14
99339004	512112		**3100**	District Support Specialists	$ 27,653.01
99339004	512157		**3100**	COMMUNITY OUTREACH STRATEGIST	$ 24,442.73
99341403	512910		**3100**	Attendance Monitor	$ 79.56
90247103	512960		**4110**	Bailey Custodian	$ 6,339.88
91247103	512960		**4110**	McAvinnue Custodian	$ 6,292.65
92747103	512960		**4110**	Moody Custodian	$ 5,719.46
93047103	512960		**4110**	Morey Custodian	$ 2,651.25
93547103	512960		**4110**	LeBlanc Custodian	$ 1,121.10
93647103	512960		**4110**	Pawtucket Custodian	$ 4,988.46
95547103	512960		**4110**	Washington Custodian	$ 3,056.98
97547103	512960		**4110**	McAuliffe Custodian	$ 3,780.39
98347103	512960		**4110**	Bartlett Custodian	$ 6,415.30
98447103	512960		**4110**	Butler Custodian	$ 5,895.19
98547103	512960		**4110**	Daley Custodian	$ 3,665.57
98647103	512960		**4110**	Robinson Custodian	$ 3,119.96
98747103	512960		**4110**	Rogers Custodian	$ 6,870.02
98847103	512960		**4110**	Sullivan Custodian	$ 3,112.71
98947103	512960		**4110**	Wang Custodian	$ 6,720.83
99247103	512960		**4110**	Riverside Custodian	$ 1,661.77
99345006	563600		**5200**	Employee Health Insurance	$ 967,927.41
				TOTAL	$ 1,561,465.37

REASON FOR TRANSFER: ADJUSTMENTS TO EXPEND THE BUDGET

Ms. Clark made a motion to approve the budget transfer of $1,561,465.37; seconded by Mr. Dillon. 7 yeas APPROVED

10.2. Approval of MOA for Club Stipend for after School Activity

A Memorandum of Agreement was presented to the Committee that would fund an additional advisor position: Spring Strength and Conditioning for the amount of $2,500.00.

Ms. Clark made a motion to approve the MOA for Club Stipend for after School Activity (Spring Strength and Conditioning); seconded by Ms. Martin. 5 yeas, 2 nays (Ms. Doherty, Mayor Leahy) APPROVED

10.3. Approval of MOA for Advisor Position and Coaches

A Memorandum of Agreement was presented to the Committee that states: Continue work for Advisors and Athletic Coaches during the closure of schools by the Superintendent and then by the Governor's orders. During this closure, Advisors, Head Coaches, and Assistant Coaches will continue work through meaningful remote interaction with students. This work is expected to continue through the closure of schools. The School Committee and the Union hereby agree modifications of the Contract only for the time period of the COVID-19 school closure and no longer than June 30, 2020

The Committee asked that the Superintendent provide back up to show that work had been done during the closure.

Ms. Clark made a motion to approve the MOA for Advisor Position and Coaches; seconded by Mr. Descoteaux. 5 yeas, 2 nays (Ms. Doherty, Mayor Leahy) APPROVED

11. ADJOURNMENT

Ms. Doherty made a motion to adjourn at 9:24 p.m.; seconded by Mr. Hoey. 7 yeas APPROVED

Respectfully submitted,

Joel D. Boyd, Ed.D., Superintendent and
Secretary to the Lowell School Committee

JDB/mes

LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: April 6, 2020
Time: 6:30PM
Location: Join Zoom Meeting
https://zoom.us/j/497116805
Meeting ID: 497 116 805

This meeting is being held remotely in accordance with the Governor of Massachusetts' March 12, 2020 order suspending certain provisions of the Open Meeting Law G.L. 30A, Section 20.

1. SALUTE TO FLAG

2. ROLL CALL

On a roll call at 6:31 p.m., all members were present, namely: Mr. Descoteaux, Mr. Dillon, Ms. Doherty, Mr. Hoey, Mayor Leahy, Ms. Martin and Ms. Clark.

3. SPECIAL ORDER OF BUSINESS

3.1. An Executive Session May Be Called To Discuss Collective Bargaining, Strategies and/or Possible Litigation Under Open Meeting Law, Chapter 30A, Section 21 (A) (B), 2, 3 Of The Commonwealth Of Massachusetts General Laws. Open Meeting Discussion May Have A Detrimental Effect On The Bargaining Or Litigating Position Of The Public Body.

4. REPORTS OF THE SUPERINTENDENT

4.1. Superintendent's Report on Agreement on Meaningful Remote Learning Model with UTL

Superintendent Boyd informed the Committee that an agreement was made with the UTL on April 2, 2020 regarding remote learning. Dr. Boyd thanked Dr. Hall and Paul Georges, UTL President for all their hard work. Dr. Boyd stated that remote learning will ensure that all students will have meaningful learning during this closure. He also spoke about the eleven (11) lunch sites that are providing breakfast and lunch to our community as well as the chrome books that are being distributed to students who are in need of them.

5. EXECUTIVE SESSION

Mr. Dillon made a motion to recess at 6:45 p.m. and to enter into Executive Session for the purpose of discussing Collective Bargaining, Strategies and/or Possible Litigation Under Open Meeting Law, Chapter 30A, Section 21 (A) (B), 2, 3 Of The Commonwealth Of Massachusetts General Laws related to: LSAA-Collective Bargaining- review and consideration of proposals and strategy and UTL- Collective Bargaining- review and consideration of proposals and strategy of which open meeting discussion may have a detrimental effect on the bargaining or litigating position of the public body, and to adjourn from Executive Session; seconded by Ms. Clark. 7 yeas APPROVED

5.1. Items:

1. LSAA- Collective Bargaining- review and consideration of proposals and strategy
2. UTL- Collective Bargaining- review and consideration of proposals and strategy

6. ADJOURNMENT

Mr. Dillon made a motion to recess at 6:45 p.m.; seconded by Ms. Clark. 7 yeas APPROVED

Respectfully submitted,

Joel D. Boyd, Ed.D., Superintendent and
Secretary to the Lowell School Committee

JDB/mes

LOWELL SCHOOL COMMITTEE
Henry J. Mroz Administration Office
155 Merrimack Street
Lowell, Massachusetts 01852

John J. Leahy
Mayor and Chairperson

Andre P. Descoteaux
Vice-Chairperson

Hilary Clark
Michael Dillon Jr.
Robert J. Hoey Jr.
Connie A. Martin

Tel: (978) 674-4324
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Finance Subcommittee Meeting

Wednesday, April 8, 2020
Zoom Virtual Meeting
5:00 p.m.

Subcommittee Members Present:	Chairperson Connie Martin, Andy Descoteaux and Robert Hoey
School Committee Members Present:	Mayor Leahy, Hilary Clark, Jackie Doherty and Mike Dillon
School Department Personnel Present:	Dr. Joel Boyd, Superintendent of Schools Billie Jo Turner, Chief Financial Officer

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This meeting is being held remotely in accordance with the Governor of Massachusetts' March 12, 2020 order suspending certain provisions of the Open Meeting Law G.L. 30A, Section 20.

Chairperson Martin called the meeting to order at 5:00 p.m. The following agenda item was discussed:

1. **Budget Update**

Ms. Martin asked Superintendent Boyd to address the Subcommittee. Superintendent Boyd stated that the district is working with the projected funding amount from the Student Opportunity Act (SOA) year one (1) roll out, but now with the impact of the Coronavirus the economic conditions are unclear. He stated that the Massachusetts budget that is provided to the cities and towns will be late due to the volatile environment that we are in. He stated that the state's rainy day fund presently has $3.4 billion dollars and the federal stimulus package is slated to provide over $200 million dollars to Massachusetts so they're a lot of moving parts, but at this time the district will proceed conservatively. Superintendent Boyd then asked Ms. Turner to speak to the Subcommittee and to share the PowerPoint presentation.

Ms. Turner informed the Subcommittee that the anticipated balances for the current year are as follows:

- Payroll $298,000
- Transportation $700,000
- Substitutes $350,000
- Out of District $298,000

She stated that this gives the district a total of $1,606,000, however we would need to deduct $200,000 from that amount due to being short $200,000 in the sick leave buy back account. She also stated that the amounts are based on assumptions and could change instantly and drastically. She stated that moving forward the district has an opportunity with this possible projected revenue to pre-purchase supplies which will alleviate delays of needed supplies on the first day of school, spend less grant money this year which will allow the district to spend more of the available local budget balance now and allow us to carry grant money forward into the next fiscal year, and to charge more to the local budget balance which results in charging less to the revolving account which then would give the district higher "rainy day" funds.

Ms. Turner then spoke about the Student Opportunity Act (SOA) and how that has changed how Chapter 70 funds are allocated to the district. She stated that in FY21, the Lowell Public Schools is slated to receive $12.7 million, approximately $800 per student, through the first year of the SOA roll out, but at the same time the district will experience an increase in fixed costs of $6.5 million due to embedded step increases in collective bargaining agreements and increases to healthcare premiums, leaving a difference of $6.2 million or approximately $400 per student for strategic investments in the classroom.

Ms. Turner then spoke about average staff cost and provided a spreadsheet to the Committee that shows schools using average cost rather than actuals. She stated that this eliminates some schools seeming more expensive if they have older teachers. She provided a spreadsheet that included showing current year allocations to allow for a year to year comparison with next year's allocation. She informed them that twenty-eight (28) school budgets have already been defended and provided the Subcommittee with all of the budget guidelines the schools had to follow, the net staff changes that have been added, and the next steps with a timeline.

Ms. Turner concluded by stating that due to the city expressing concerns about the impact of the Coronavirus on our funding, they have drafted the following brief back up plan:

- Maintain Status Quo which would cost $6.5 million ($5.4 million in step increases plus $1.1 health insurance increase)
- Maintain Status Quo plus the increases to schools - $8.5 million
- Review and consider all voidable contracts for cancellation
- Consider hiring freeze for vacant positions
- Last and most unlikely: Reduction in Force

Subcommittee members and Committee members asked multiple questions about the number of times the School Site Councils met as well as funding not being added to the Athletic budget.

Ms. Turner stated that she can provide the Committee with information that shows the percentage of what goes towards Athletics, Arts and Academics at Lowell High School.

Mr. Descoteaux made a motion to accept the report as a report of progress; seconded by Mr. Hoey. 3 yeas APPROVED

Mr. Hoey made a motion to adjourn at 6:21 p.m.; seconded by Mr. Descoteaux. 3 yeas APPROVED

Respectfully submitted,

Billie Jo Turner, Chief Financial Officer
for Dr. Joel Boyd, Superintendent and
Secretary, Lowell School Committee

BJT/mes

Lowell Public Schools

Coronavirus (COVID-19) Response

April 15, 2020

LOWELL
PUBLIC SCHOOLS

Coronavirus (COVID-19) Response

- The Lowell Public Schools have been closed since Monday, March 16. The projected return date is Monday, May 4.
  - *On March 13, LPS announced a 2 week closure.*
  - *On March 15, Governor Baker announced all schools in the state will be closed for 3 weeks*
  - *On March 25, Governor Baker extended the state-wide closure until May 4*
- Prior to our closure, we announced that the district was canceling any out-of-state domestic school-related travel and any school-organized international trips for student groups, following the recommendations of Governor Baker and DESE.

Coronavirus (COVID-19) Response

COMMUNICATIONS TOOLS

- Connect Ed – messages sent out to entire student population
  - Emails
  - Phone Calls
- Website
  - COVID-19 info page is updated with the latest information and is accessible from all websites throughout the district. Includes dedicated pages for our grab and go meal service and at home learning opportunities.
- Social Media
  - Facebook, Twitter, Instagram
- Translation of messages in multiple languages (Spanish, Portuguese, Khmer, Swahili)
- Language Line and Language Apps

Coronavirus (COVID-19) Response

- STILL PROVIDING MEAL SERVICE
  - We are still providing breakfast and lunch for students during the weekdays at **11 sites** while school is closed: Butler, Greenhalge, Lincoln, Moody, Morey, Murkland, Pawtucketville, Robinson, STEM Academy, Stoklosa and the Westminster Village Apartments.
    - All students ages 2-18 are eligible for meal service
    - Given circumstances, students don't have to be present to pick up food. A parent or neighbor can pick up food.
- Students / Families are able to pick up breakfast for the next day when they pick up that day's lunch.
- On Fridays, students / families will be able to pick up meals for the weekend days as well.

Coronavirus (COVID-19) Response

- ALSO DISTRIBUTED TOILETRIES, ACTIVITY BAGS, AND FOOD BOXES
  - Thanks to donations from community partners, such as Catie's Closet, Middlemiss Foundation and the Greater Boston Food Bank, LPS has been able to distribute additional items of need to our students and families.
  - Families will be notified via the connect-ed phone call system when toiletries, food boxes and other distributions are scheduled at their local lunch distribution site.

Coronavirus (COVID-19) Response

EMERGENCY SHELTER OPENED AT STOKLOSA MIDDLE SCHOOL

- Shelter will serve individuals that may have been exposed to other individuals that have tested positive for COVID-19.
- Individuals who have tested positive will not be directed to the shelter.
- The site will be staffed and monitored by professionals from Lowell Community Health Center.

LOWELLMA.GOV/CORONAVIRUS

Coronavirus (COVID-19) Response

REMOTE LEARNING

- An MOA between the Lowell Public Schools and UTL was reached on April 2, 2020
- Following guidance from DESE, the district began implementing a remote learning program last week. Detailed outlines for preschool, elementary school (K-4), middle school (5-8), and high school have been uploaded to the district website, translated into Spanish, Portuguese, Khmer, and shared with families.
- Nothing can replace the in-person schooling experience, and we should not expect that remote learning can replicate the traditional school day. But, we are prepared to offer our students an engaging and meaningful learning experience during this time away from school.

Coronavirus (COVID-19) Response

REMOTE LEARNING

- We are asking students to engage in meaningful and productive learning for approximately half the length of a regular school day (3 to 3.5 hours).

- Learning at all grade levels will take place via a combination of educator-directed learning and student self-directed learning.
  - Given the nature of their coursework, high school students will continue learning the content outlined in each course syllabus.
  - Students in preschool through grade 8 will reinforce the skills and concepts they have learned, as well as engage in new project-based experiences and online learning based on their learning needs.

Coronavirus (COVID-19) Response

REMOTE LEARNING

- For students receiving special education services, teachers and Evaluation Team Chairs will make contact with students with Individualized Education Plans (IEPs) as they continue to work to develop a temporary distance learning plan that will support each child's individual needs during this temporary closure.

- For students identified for English learner services, teachers will contact their students to determine differentiated supports based on a student's English level.

Coronavirus (COVID-19) Response

REMOTE LEARNING - Chromebook Distribution

- School staff are surveying families to determine each family's access to the internet and devices needed to participate in online learning.
  - Chromebook distribution has almost reached completion at the high school.
  - Middle schools and K-8 schools have started engaging in the Chromebook distribution process which is anticipated to be completed at the end of this upcoming week.
  - Soon thereafter, the district will transition to developing an assessment and distribution process for elementary school students.
  - These Chromebooks are on loan from the district and students will be responsible for returning them in the same condition in which they were received.

Coronavirus (COVID-19) Response

SUPPORTING THE REMOTE LEARNING NEEDS OF STUDENTS IN FOSTER CARE AND STUDENTS THAT QUALIFY FOR MCKINNEY VENTO PROVISIONS DURING THE COVID-19

- The McKinney-Vento Specialists are reaching out to each of their assigned schools to:
  - Cross reference the list of students that have received Chromebooks or have responded to surveys indicating a need.
  - Verify that families of students receiving McKinney-Vento services have been contacted and in touch.
  - Assess the immediate housing and food needs of students and families.

Coronavirus (COVID-19) Response

SUPPORTING THE REMOTE LEARNING NEEDS OF STUDENTS IN FOSTER CARE AND STUDENTS THAT QUALIFY FOR MCKINNEY VENTO PROVISIONS DURING THE COVID-19

- Additionally, lists of students identified as being in a Foster Care arrangement are being cross-referenced with schools to ensure the learning needs of students in foster care are being met.

Coronavirus (COVID-19) Response

REMOTE LEARNING - GRADING AND REPORT CARDS

- Report cards for elementary school students were mailed at the end of last week, which closely aligned with the regular schedule for elementary school report card distribution.
- Middle and High School report cards schedules are under review, and more information will be provided to students and families as we approach the regular timeline for secondary school report card distribution.
- Grading Policy to be discussed under New Business

Coronavirus (COVID-19) Response

MCAS UPDATE - from DESE Commissioner Riley as of Friday, 4/10

- DESE previously requested and received a waiver from the federal requirement for annual statewide student assessment.
- With the state legislation enacted, the MCAS testing requirement is waived for the remainder of the 2019-20 school year.
- The commissioner is canceling this spring's regular administration of grade-level MCAS tests for students in grades 3-10.
- In addition, the legislation allows the Board of Elementary and Secondary Education, upon DESE's recommendation, to modify or waive the requirements of the competency determination for high school graduation in order to address disruptions caused by the outbreak of COVID-19 or the state of emergency.
- Further guidance will be forthcoming.

Coronavirus (COVID-19) Response

AT HOME LEARNING

- Before making a transition to remote learning, we were offering optional enrichment opportunities for all students.
- The at home learning section on our website is still populated with enrichment activities the Curriculum Office has put together to support your child's learning at each grade level and across various subjects to include ELA, Math, Science, Social Studies, Social Emotional Learning and Physical Activities.
- At home learning packets have been made available at our lunch sites for students/families to take home. These packets can also be found on our website as downloadable PDFs. 2500 packets were printed for each week's distribution.

Coronavirus (COVID-19) Response

RESOURCES FOR SOCIAL EMOTIONAL NEEDS

- The "at home learning" section of the Lowell Public Schools website includes links to social emotional learning (SEL) activities/resources to help children to talk about their feelings and adjusting to our new "normal".
- Stay tuned for LPS #wellnesswednesdays where social emotional activities are selected and highlighted for students and families.
- Students and families who are in need of speaking with someone with questions or concerns during this time of need can call the Family Resource Center at 978 674-4321.
- The FRC will connect students and families with an SEL team member who can help connect families with community programs, support hotlines and even a way to consult with our school staff who specialize in mental health and social emotional needs for students and families.

Coronavirus (COVID-19) Response

- **CENTRAL OFFICE & FAMILY RESOURCE CENTER:** As of Tuesday, March 17, both locations have been closed to the public, with all staff working remotely.
  - Even with Central Office and FRC both closed to the public, families will still be able to call both offices:
    - Central Office - 978-674-4320
    - FRC - 978-674-4321

Coronavirus (COVID-19) Response

ONGOING MATTERS

- **REGISTRATION DELAYED:** School registration for preschool was scheduled to start on March 16, and registration for kindergarten was scheduled to start on March 30. We will be delaying both registration periods and will provide you with more details once new dates are finalized.

- **APRIL VACATION:** Recommendation will be provided under New Business

Coronavirus (COVID-19) Response

ONGOING MATTERS

- **GRADUATION:** High school graduation was originally scheduled on the 2019-2020 school calendar for June 3rd. Given Covid-19 and the ongoing updates to the Covid-19 response, June 24 has been identified as a contingency date.

- **SCHOOL PROM:** LHS leadership is meeting with class officers to determine contingency dates and plans for school prom.

Lowell Public Schools

LHS Head of School Search

April 15, 2020

LOWELL
PUBLIC SCHOOLS

Agenda

- Head of School Opening
- Timeline
- Community Engagement
- Selection Process
- Recommendation

Head of School Opening

How Did We Get Here?

- March 2, 2020
- Letter to LHS families and community
- Process for selecting a new HoS was drafted
  - Paused to focus on COVID-19
- District priorities immediately shifted to responding to student, family and staff needs

Timeline

Steps Taken to-date

- March 2nd – Announcement of HoS transition to central office
- The Lowell Public Schools closed Monday, March 16. The projected return date is Monday, May 4.
  - *On March 13, LPS announced a 2 week closure.*
  - *On March 15, Governor Baker announced all schools in the state will be closed for 3 weeks*
  - *On March 25, Governor Baker extended the state-wide closure until May 4*
- Prior to our closure, the plan was to begin the initial phases of the search process mid-March.

Projected Timeline - Updated

Moving Forward

- Post HoS position – No later than April 24th
- Receive applications through May 15th , rolling review of applications for minimum qualifications
- Community Engagement Forums – TBA, prior to first interview
- Establish Screening Committee – April 27th - May 1st
  - Interview Qualified Applicants, May 18th – May 22nd
  - Recommend 3 candidates to Superintendent
- Community: Meet the Finalists Forums May 27th - May 29th
- Superintendent makes final selection of candidate by June 2020

Community Engagement - Awareness

COMMUNICATIONS TOOLS

- Connect Ed – messages sent out to entire LHS student population
  - Emails
  - Phone Calls
- Website
- Social Media
  - Facebook, Twitter, Instagram
- Emails to LHS staff, students, families
- Translation of messages in multiple languages

Community Engagement - Input

COMMUNICATIONS TOOLS

- Community Engagement Forums – presently focused on virtual platforms/formats
  - Students
  - Staff
  - Community
- Input surveys – *attributes of the next HoS*
- Meet the finalists

Search Process: External or Internal

- **External Consultant**
- Advantages
  - Established reputation/reach
  - External Objectivity
  - Expert status i.e. this is what they do
- Disadvantages
  - Missing the point
  - In and out

- **Internal Staff**
- Advantages
  - Integrated understanding
  - Follow-through
  - Proactive planning
- Disadvantages
  - Managing many projects

Recommendation

Blended approach

- Lead the process internally by Chief Schools Officer
- Engage consultants on an as needed basis
  - To benefit from extensive knowledge of the field
  - To supplement staffing in this process

Lowell Public Schools

REPORT ON STATUS OF OUTSTANDING MOTIONS

Report on Motions: April 15, 2020

ON-GOING REPORTS

Lowell High School Advisory: October 2nd, December 18th, March 18th, May 20th,
Recognize Retirees: Every June
Annual Report on Textbook Purchases: Every August
Quarterly Enrollment Figures: October, January, April and July

OFFICE OF THE SUPERINTENDENT

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
1. SUPT	03/04/20	*Redline Edits to Specify Changes* Request the Superintendent provide contracts, job descriptions, and other documents requiring school committee review (whether for executive session or open meeting) at least 24 hours before the meeting occurs. Also, the documents being reviewed must have redline edits that specify all changes from previous similar-type documents.	Offices of Personnel & Superintendent	Ongoing

REPORT ON STATUS OF OUTSTANDING MOTIONS

OFFICE OF EDUCATIONAL EQUITY & COMMUNITY EMPOWERMENT – CHIEF EQUITY & ENGAGEMENT OFFICER

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
1. CEEO	08/21/19	*Revise Policy School Visits, Social Media & Fundraising* [by Gerard Nutter]: Request policy subcommittee meet with the administration before the two October School committee meetings to review/revise policy on school committee visits, social media, fundraising.	Legislative Affairs	Will be raised for discussion at one of the upcoming Policy Subcommittee meetings that will be held per the availability of the Policy Subcommittee members
2. CEEO	09/04/19	*Review School Assignment Policy* [by Mayor William Samaras and Gerard Nutter]: Administration to review the JCA – School Assignment Policy and provide recommendations especially with regard to siblings and the importance of family along with the student living within the school neighborhood street directory criteria.	Welcome Services/FRC	Closed. School Assignment Policy approved at January 15, 2020 meeting
3. CEEO	09/18/19	*District Wide Recess Policy* [by Gerard Nutter And Andy Descoteaux]: Administration compile a report on the implementation of District Wide Recess Policy to see how it is being followed and consider partnering with Lowell Education Justice Alliance to form a task force for further review and recommendations on recess being taken away as punishment.	Office of Equity & Engagement	Will be discussed further at one of the upcoming Policy Subcommittee meetings that will be held per the availability of the Policy Subcommittee members
4. CEEO	10/02/19	*Training Program for School Site Council* [by Jackie Doherty]: Request the Superintendent collaborates with the Citywide Family Council to develop and implement a training/educational program for School Site Council members in preparation for school-based budgeting in Spring 2020.	Office of Equity & Engagement	School Site Council Memo Click link for memo In progress.

REPORT ON STATUS OF OUTSTANDING MOTIONS

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
5. CEEO	11/06/19	*Support Citywide Family Council* [by Jackie Doherty]: Request the Superintendent provide the committee with a plan to support the Citywide Family Council efforts to engage parents that includes regular access to school leadership, designated school contacts, assistance in promoting CFC events directly to families, school site councils, advisory councils, and parent-teacher organizations, as well as other suggestions to collaborate with CFC in support of family-school engagement.	Office of Equity & Engagement	Collaborative plan being developed to include strengthening communication and providing leadership workshops/trainings for implementation this school year.
6. CEEO	11/20/19	*Adult Education Graduation Rate* [by Gerard Nutter]: Request Superintendent provides a report on how many Lowell Parents / Adults were enrolled in Adult Education for the last 3 years, how many out of City adults are we educating? Graduation rate of both.	Adult Education Center	Closed. information provided at the December 18th School Committee meeting.
7. CEEO	02/19/20	[by Andy Descoteaux]: Ask the Superintendent to assign the responsibility to someone in the district to maintain a system-wide calendar of events that will be easy to navigate for all of our parents and staff who would attend many of these events if they knew where they could go on our website to find out.	Office of Equity & Engagement – Communications Team	In progress
8. CEEO	02/19/20	*Selection Process on SSC* [by Andy Descoteaux]: Ask the Superintendent to review whether or not some schools had administrative interference in the selection process of their SSC's. It should involve parents only.	Office of Equity & Engagement	In progress

REPORT ON STATUS OF OUTSTANDING MOTIONS

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
9. CEEO	02/19/20	*Smore newsletter software* [by Hilary Clark}: Request the Superintendent provide the committee with a report on the feasibility of procuring licenses for the Smore newsletter software for use at every school in the district. Report back should include cost and plan for implementation including training. Smore is currently in use at the Pyne Arts Magnet School, Washington Elementary and Lowell High School. Benefits include translation of newsletter content into 100 languages and tracks engagement.	Office of Equity & Engagement – Communications Team	In progress
10. CEEO	02/19/20	*Funds From Student Opportunity Act* [by Jackie Doherty]: Request the Superintendent develop the spending plan and timeline for informing the committee and engaging the community on how the district will use additional funds generated from the Student Opportunity Act prior to April 1, which is the deadline for submitting to DESE.	Office of Equity & Engagement	In progress
11. CEEO	02/19/20	*Citywide Family Council Annual Update* [by Jackie Doherty]: *Per December 2018 motion*, request the Superintendent invite leaders from the Citywide Family Council to make their annual presentation updating the school committee on their work to engage families.	Office of Equity and Engagement – Family Engagement Team	In progress

REPORT ON STATUS OF OUTSTANDING MOTIONS

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
12. CEEO	04/01/20	*United States Census* [By Mayor John Leahy]: Request the Superintendent to update the Committee on district's plan to support the 2020 United States Census.	Office of Equity & Engagement	In Progress

OFFICE OF TEACHING & LEARNING – CHIEF OF SCHOOLS

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
1. CSO	02/19/20	*Recess & Schools Daily Schedules* [by Andy Descoteaux]: Ask the Superintendent to review whether or not all of our schools (save the High School) have incorporated recess into their daily schedules.	CSO	Will be presented 03/18/20

REPORT ON STATUS OF OUTSTANDING MOTIONS

OFFICE OF TEACHING & LEARNING – CHIEF OF ACADEMICS

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
1. CAO	10/16/19	*Learning a Trade at LHS* [by Dominik Lay]: Ask the Superintendent to develop a partnership with the Greater Lowell Technical School to afford students to learn a trade while attending Lowell High School.	Office of Teaching and Learning Chief Academic Officer	Report will be prepared once grant notification from the DESE is received.
2. CAO	10/16/19	*Community Service Requirement* [by Gerard Nutter]: Request LHS Sub-Committee meet to discuss possibility of adding a Community Service Requirement for all grades to count towards Graduation.	LHS Head of Schools	Taskforce will be created to look at the feasibility
3. CAO	12/18/19	*Update on Bullying Policies* [by Andy Descoteaux]: Request the Superintendent to update us on any new policies going forward on bullying.	Office of Teaching & Learning	Referred to Policy Subcommittee
4. CAO	02/19/20	*Opioid Prevention Program* [by Mayor John Leahy]: Request that the Superintendent work with the Fire Department to establish an Opioid Prevention Program at Lowell High School.	Office of Teaching & Learning	Ongoing
5. CAO	02/19/20	*Makerspace's at LHS* [by Hilary Clark]: Request the Superintendent provide a status update on the use of the Makerspace's at Lowell High School and the Bartlett Community Partnership School.	Report will be provided at 3/18/2020 meeting	Report will be provided at 3/18/2020 meeting

REPORT ON STATUS OF OUTSTANDING MOTIONS

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
6. CAO	03/04/20	*IDEA Camp* [by Mayor John Leahy]: Request the Superintendent provide the committee with an update on IDEA Camp	Office of Teaching & Learning	Will be presented 03/18/20
7. CAO	03/04/20	*Summer School Programs* [by Mayor John Leahy]: Request the Superintendent provide the committee with an update on Summer School Programs	Office of Teaching & Learning	Will be presented 03/18/20

REPORT ON STATUS OF OUTSTANDING MOTIONS

OFFICE OF FINANCE & OPERATIONS – CHIEF FINANCIAL OFFICER

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
1. CFO	11/06/19	*PEG Funding* [by Gerard Nutter And Andy Descoteaux]: Request School Committee vote to direct ALL PEG funding be used to update TV Studio Equipment and NOT on Personal salaries.	In Progress Dec 2019	Report is in progress/draft
2. CFO	11/06/19	*Status of C.E.P. Program* [by Gerard Nutter]: Request Update from Administration on status of C.E.P. program (Community Eligibility Provision) specifically if Gov't funding will continue/possible cuts and date when we have to reapply.	Draft 11/15/19	Draft Memo Click link for memo Waiting for DESE response
3. CFO	04/01/20	*Expenditures by year* By Bob Hoey]: That the superintendent produce a report by April 1, 2020 meet with the following information charting out spend expenditures by year for the last 15 years (or as far as back as possible) • Number of total special education budget; I Percentage of kids receiving special location services; • Amount of money spent on out of district services; I Percentages of children utilizing out of district services; • Number of employees working in Special Education (please also provide their job descriptions); • Total of number of employees within the district per year.	CFO	In Progress

REPORT ON STATUS OF OUTSTANDING MOTIONS

OFFICE OF FINANCE & OPERATIONS- CHIEF OPERATING OFFICER

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
1. COO	11/06/19	*Collegiate Charter School Hours* [by Gerard Nutter]: Request Update from Administration on plans to alleviate additional transportation cost caused by the change in hours at the Collegiate Charter School of Lowell.	Ongoing Transportation John Descoteaux	Transportation is in contact with CCS to addressing any proposed changes
2. COO	11/06/19	*MSBA School Repairs Update* [by Andy Descoteaux]: Request the Superintendent provides the Committee with an update on the process of MSBA school repairs.	Ongoing Facilities	Meetings occurred @ MSBA on 11/06/19 coordination with City is ongoing
3. COO	12/18/19	*Staff Evaluations* (By Jacqueline Doherty): Request the Superintendent provide the committee with a report on the staffing positions (and number of employees impacted) that were not evaluated or only partially evaluated during the 2018-2019 academic year and the reasons, if known, why those evaluations were not completed. The report also should include whether any positions are not scheduled to be evaluated during the current academic year, and if so, what plans are in place to remedy any challenges going forward.	COO	Ongoing Presented 02/05/20
4. COO	04/01/20	*Empty Judicial Building* By Andy Descoteaux]: Ask the Superintendent to ask the City Manager what the status is of the empty judicial buildings in the city. If they are available for city use, the LPS could use one or two.	COO	Status 4/15/20 Information of process requested from City. Will report at next meeting.

REPORT ON STATUS OF OUTSTANDING MOTIONS

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
5. COO	3/27/20	*S.C. Authority to Act on Contracts* By Bob Hoey: Superintendent to review with Solicitor the School Committee's authority to vote on paying transportation providers and other venders when services could not be performed because of COVID-19 closure of schools.	COO	See memo dated 4/13/20

CITY COUNCIL MOTIONS

LEAD	DATE OF MOTION	MOTION	DEPARTMENT ASSIGNED & EXPECTED COMPLETION DATE	STATUS
2. CSO				

LOWELL PUBLIC SCHOOLS

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Response to Motion: Makerspaces in Lowell Public Schools

TO: Dr. Joel Boyd, Superintendent of Schools

FROM: Robin Desmond, Chief Academic Officer

DATE: April 7, 2020

RE: *Makerspaces in Lowell Public Schools*

The following report is in response to the motion by Hilary Clark:

Request the Superintendent provide a status update on the use of the Makerspace's at Lowell High School and the Bartlett Community Partnership School.

The Bartlett Community Partnership School: The District STEM Resources Teacher position was eliminated from the FY20 budget. This position helped the Bartlett School staff get the Makerspace up and running over the past three years. The Bartlett School was unable to manage the Makerspace without the District STEM Resource position this school year. Materials and equipment are remaining housed in the space, but the space itself is not being utilized by the Bartlett staff currently. The principal, Peter Holtz, states that the Makerspace will play more of a role for next year, as enrichment will be more of a focus in the Bartlett School's Improvement Plan. Utilizing the site based budgeting process, Principal Holtz will develop a way to utilize the Makerspace for the next school year, by staffing it with either a teacher or a tutor.

Lowell High School (LHS): The Makerspace at the LHS Freshman Academy opened five years ago. From the start, there were many challenges that limited student access, and ultimately resulted in the space being phased out. In the first year, eight science teachers (each with four classes) were expected to use the Makerspace. Scheduling 32 classes was extremely problematic for the Freshman Academy administration. The Makerspace is physically located in a small space in the basement which makes student (700+) access a challenge. The Makerspace was not originally staffed by an additional teacher, so individual students could not use it as a drop in space. Now, in the fifth year, the downward decline has continued, because the equipment is outdated and there is still no staffing. The Makerspace is slated to be used to house other programs during the new LHS construction. The LHS Science Department Head, Stephanie Selvaggio, plans to reallocate the Makerspace equipment to two engineering teachers. Future LHS plans include, creating a more functional Makerspace in the new LHS building. Ms. Selvaggio will collect data on what should be in a new Makerspace, based on market trends and student interests, before starting the initiative again.

I would like to thank Elaine Santelmann, Coordinator of Science and Social Studies, for the information contained within this report.

LOWELL PUBLIC SCHOOLS

Chief Operating Officer
155 Merrimack Street
Lowell, Massachusetts 01852

Phone: (978) 674-2019
Fax: (978) 937-7620
E-mail: jhall@lowell.k12.ma.us

Authority on Payments to Contractors

To: Dr. Joel Boyd, Superintendent of Schools

From: Dr. James P. Hall, Chief Operating Officer

Date: April 13, 2020

The following report is a partial response to the motion by Robert Hoey on March 27, 2020:

[By Bob Hoey]: Superintendent to review with Solicitor the School Committee's authority to vote on paying transportation providers and other venders when services could not be performed because of COVID-19 closure of schools.

We have received legal guidance on whether the Governor's emergency orders to municipalities granted any flexibility to the School Committee to make payments when services where not rendered due to the COVID-19 closure of school.

The School Committee's authority continues to be limited by the Lowell Code of Ordinances, Sec 28-7; supporting case law; and the Contracts themselves. The City Auditor's approval is also needed for any payment and such must be made "in accordance with the terms of the contract" (Lowell Code of Ordinances, 28-7).

LOWELL PUBLIC SCHOOLS

Superintendent Office
155 Merrimack Street
Lowell, Massachusetts 01852

Phone: (978) 674-4324
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Grading And Promotion Policies During Health Crisis

To: School Committee Members

From: Joel D. Boyd, Ed.D Superintendent

Date: April 13, 2020

Re: Grading and Promotion Policies During Covid-19 Public Health Crisis

Request for action, pursuant to Policy BGF of the Lowell School Committee, to suspend all Lowell School Committee Policies and relevant provisions of the Lowell Public Schools Parent & Student Handbooks, including but not limited to School Committee Policies IKE and IKE-R, authorizing the Superintendent to direct all Lowell Public Schools teachers to assess student work completed via remote learning instruction via a credit/no credit system and to make other accommodations as necessary with regard to student grading, promotion and recognition for the duration of the ongoing public health emergency, consistent with the recommendation of the Commissioner of Elementary and Secondary Education.

On March 26, 2020 the Commissioner of Elementary and Secondary Education issued recommendations to all public school districts regarding how student work should be assessed during the course of the current public health crisis. The transition to remote learning instruction has required an abrupt, multi-faceted and unprecedented shift in how we operationalize the delivery of academic content to our students. While the remote learning methodologies currently being employed by our dedicated stuff are by no means ideal, we are continuing to provide high-quality learning experiences to all LPS students in ways that should instill a great deal of pride throughout the Lowell community. The teachers, school leaders, and staff at each of our schools have my continued gratitude, as do the parents and family members who are supporting our students under these very trying circumstances.

In order to continue to support our students across all grade levels, it is imperative that we modify the manner in which we evaluate and assess student work. Our traditional system of grading student work on a 0-100 scale is simply impossible to implement in ways that are either equitable or practicable given the circumstances under which that work is being disseminated by educators and completed by students. Consistent with Commissioner Riley's March 26th recommendation, we are seeking your authorization via the suspension of School Committee Policies IKE and IKE-R (and the associated provisions of the Student and Parent Handbooks) to immediately transition our grading regimen to a

credit/no credit assessment system. Importantly, and again consistent with DESE's guidance, we will continue to emphasize the importance of providing meaningful and substantive feedback on all school work to students and families. Through our robust and continuous effort to sustain an ongoing dialogue with our LPS families, we intend to mitigate to the greatest extent possible the disruption this situation has caused to our students.

While the conversion of our grading system to a credit/no credit system will allow us to provide educational services in a manner consistent with our principles of equity to which we have legal and moral obligations, it will create a need to accommodate a variety of other challenges related to grade promotion, GPA calculation at Lowell High School, summer school eligibility, and student activity participation. It will also affect various student recognition programs contemplated by existing School Committee Policies and Handbook provisions governing LPS academics, including determinations of LHS valedictorian and salutatorian, honor roll inclusion, and eligibility for both the National Honor Society and certain scholarships. Should this body grant the requested policy suspension and authorization, we will make accommodations as necessary given the extenuating circumstances, communicate to the greater LPS community regularly, and return as needed to seek additional guidance from the School Committee should we arrive at any unanticipated decision points in the coming weeks and months.

Thank you for your consideration.

Superintendent of Schools-Lowell Public Schools- Lowell, MA
2019-2020 School Year Calendar

Monday, August 26, 2019	Orientation Day – Staff Only
Tuesday, August 27, 2019	First Day of School – Grades 1-12
Friday, August 30, 2019	No School Labor Day Recess
Monday, September 2, 2019 *	No School – Labor Day
Tuesday, September 3, 2019	Schools Re-Open along with Prekindergarten & Kindergarten Classes Beginning
Wednesday, September 18, 2019	**Wednesday - ½ Day Early Release for grades PreK-12**
Tuesday, September 24, 2019	No School - Municipal Primary Election
Wednesday, October 9, 2019	**Wednesday - ½ Day Early Release for grades PreK-12**
Monday, October 14, 2019 *	No School – Columbus Day
Tuesday, November 5, 2019	No School for Students -Election Day -Professional Day for Staff
Monday, November 11, 2019 *	No School - Veterans' Day Observed
Wednesday, November 27, 2019	**Early Dismissal – Thanksgiving Recess**
Thursday, November 28, 2019 *	No School - Thanksgiving Day
Friday, November 29, 2019 *	No School – Thanksgiving Recess
Monday, December 2, 2019	Schools Re-Open
Wednesday, December 11, 2019	**Wednesday -½ Day Early Release for grades PreK-12**
Friday, December 20, 2019	Holiday Vacation Begins at the Close of Day
Tuesday, December 24, 2019 *	Christmas Eve
Wednesday, December 25, 2019 *	Christmas Day [Holiday Break: Monday, December 23rd – Wednesday, January 1, 2020]
Wednesday, January 1, 2020 *	New Years Day
Thursday, January 2, 2020	Schools Re-Open
Wednesday, January 8, 2020	**Wednesday - ½ Day Early Release for grades PreK-12**
Monday, January 20, 2020 *	No School – Martin Luther King, Jr. Day
Wednesday, February 12, 2020	**Wednesday - ½ Day Early Release for grades PreK-12**
Friday, February 14, 2020	Mid-Winter Vacation Begins at the Close of School
Monday, February 17, 2020 *	President's Day -[Mid-Winter Vacation: Monday, February 17 – Friday, February 21, 2020]
Monday, February 24, 2020	Monday - Schools Re-Open
Tuesday, March 3, 2020	No School – Presidential Primary Election
Wednesday, March 11, 2020	**Wednesday - ½ Day Early Release for grades PreK-12**
Friday, April 10, 2020 *	No School – Good Friday
Friday, April 17, 2020	Spring Vacation Begins at the Close of School
Monday, April 20, 2020 *	Patriot's Day - [Spring Break: Monday, April 20th – Friday, April 24, 2020]
Monday, April 27, 2020	Schools Re-Open
Wednesday, May 6, 2020	**Wednesday - ½ Day Early Release for grades PreK-12**
Monday, May 25, 2020 *	No School – Memorial Day
June 2020 **(TBD)** Will be on the last day of School	**Thursday - ½ Day Early Release for grades PreK-12**
Monday, June 15, 2020	180th School Day
Monday, June 22, 2020	185th School Day [Includes five (5) Snow Days]

Revised & Approved by the Lowell School Committee at their meeting of Wednesday, September 4, 2019

* Central Administration, Family Resource Center

Number of School Days Per Month

August	3	January	21
September	19	February	15
October	22	March	21
November	17	April	16
December	15	May	20
		June	11

Superintendent of Schools-Lowell Public Schools- Lowell, MA
2019-2020 School Year Calendar

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Monday, February 17, 2020 *	President's Day -[Mid-Winter Vacation: Monday, February 17 – Friday, February 21, 2020]
Monday, February 24, 2020	Monday - Schools Re-Open
Tuesday, March 3, 2020	No School – Presidential Primary Election
Wednesday, March 11, 2020	**Wednesday - ½ Day Early Release for grades PreK-12**
Friday, April 10, 2020 *	No School – Good Friday
Friday, April 17, 2020	Spring Vacation Begins at the Close of School
Monday, April 20, 2020 *	Patriot's Day only April Vacation CANCELLED
Wednesday, May 6, 2020	**Wednesday - ½ Day Early Release for grades PreK-12**
Monday, May 25, 2020 *	No School – Memorial Day
June 2020 **(TBD)** Will be on the last day of School	**Thursday - ½ Day Early Release for grades PreK-12**
Monday, June 15, 2020	180th School Day
Friday, June 19, 2020	185th School Day [DESE is requiring 185 completed school days]

Revised & Approved by the Lowell School Committee at their meeting of Wednesday, April 15, 2020

* Central Administration, Family Resource Center

Number of School Days Per Month

August	3	January	21
September	19	February	15
October	22	March	21
November	17	April	20
December	15	May	20
		June	15

United Teachers of Lowell

AFTMA/AFT/AFL-CIO
LOCAL 495

169 Merrimack St.
Lowell, MA 01852
Tel: 978.937.9039
Fax: 978.937.9544
Email: utl@utlowell495.org

March 30, 2020

Dr. Joel Boyd, Superintendent
Lowell Public Schools
155 Merrimack Street
Lowell, MA 01852

Dear Superintendent Boyd:

The members of the United Teachers of Lowell hereby request to donate sick leave days to the following member:

Julie Bannerman, Teacher	Stoklosa Middle School	34 days

Thank you for your attention to this matter.

Sincerely,

Paul Georges
President

PG:ng
xc: Deb Jarvis
Minerva Palazzo

WE, THE UNDERSIGNED, MEMBERS OF THE PROFESSIONAL STAFF – UNIT "A" OF THE LOWELL SCHOOL DEPARTMENT, WISH TO DONATE ONE OR MORE OF OUR ACCUMULATED SICK LEAVE DAYS TO JULIE BANNERMAN A TEACHER AT THE STOKLOSA MIDDLE SCHOOL.

NAME	NO. OF DAYS	SCHOOL
Michaela Horne	1	Stoklosa
George Harding	2	Stoklosa
Carol Bouchard	5	Stoklosa
Cheryl Allard	2	Stoklosa
Cheryl Brunelas	5	Stoklosa
Mike Shupe	2	Stoklosa
TRACI MENDES	1	STOKLOSA
Lisa Rowsell	5	Stoklosa
Ann Carpenter	4	Stoklosa
Terri Decker-Kilmartin	5	Pyne
Estelle Chaput	1	Stoklosa
Phil Conners	1	Stoklosa
Kyle Dolliver	1	Stoklosa
Michael Moretti	1	Stoklosa