



Extreme Temperature Relocation Plan

To: Members of the City of Lowell Board of Health

From: Jeannine M. Durkin, Acting Superintendent

Date: December 28, 2018

This report is in response to the following request for information made by members of the Board of Health during the December 5, 2018 meeting:

“Ask that the Lowell School Department provide the Board the current Lowell Public Schools Student Relocation Plan for situations involving extreme temperatures in individual classrooms and schools. The Board requested this information to be placed on the January 9, 2019 agenda.”

All schools have as part of their Crisis Plans a designated school location for students and staff to be transported to in the case of no heat or another critical emergency (see attached). These procedures have been part of school Crisis Plans for the past two years.

In addition to these procedures, a request was made of all school Principals on Thursday, December 27, 2018 to provide a list of rooms in each school that will be made available to teachers/students in the case that a classroom does not have sufficient heat on a particular day. These lists are to be completed and forwarded to the Acting Superintendent by Friday, January 4, 2019. Administrators were also asked to share the lists of available rooms with their staff along with an internal school plan for a staff member to notify their building administrators of the need for one of the rooms. Principals were asked to copy the Superintendent on the correspondence sent to staff during the week of January 6, 2019. In addition, Principals were reminded to inform the Acting Superintendent, Interim Assistant Superintendent for Finance and the Facilities Director of any new heating concerns to ensure that we keep city officials updated as to our building needs.

We have been working very closely with City Officials to address the heat concerns in our schools. City Officials enlisted Boston Mechanical to conduct an assessment of Lowell High School and they are working on securing another outside contractor to help with the boiler repairs needed in our schools. There has been progress made to rectify classrooms with heat concerns, and we are looking forward to the results of the assessments that are currently underway to determine next steps.