



LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: February 14, 2018
Time: 6:30PM
Location: City Council Chamber, 375 Merrimack Street, 2nd Floor, Lowell, MA 01852

1. SALUTE TO FLAG

2. ROLL CALL

On a roll call at 6:31 p.m., members present were, namely: Mr. Lay, Ms. Martin, Mr. Nutter, Mr. Descoteaux, Ms. Doherty and Mr. Hoey. Mayor Samaras was absent.

3. MINUTES

3.I. Minutes: Approval of the Minutes of the regularly scheduled Lowell School Committee Meeting of Wednesday, January 17, 2018

Mr. Nutter made a motion to accept the minutes and to place them on file; seconded by Ms. Martin. 6 years, 1 absent APPROVED

4. PERMISSION TO ENTER

4.I. Permission To Enter: February 7, 2018

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

4.II. Ratification of Memorandum of Agreement – S.E.I.U Library Aids

Ms. Martin made a motion to approve the Ratification of Memorandum of Agreement – S.E.I.U Library Aids; seconded by Mr. Descoteaux. 6 years, 1 absent APPROVED

4.III. Ratification of Memorandum of Agreement – L.S.A.A

Mr. Nutter made a motion to approve the Ratification of Memorandum of Agreement – L.S.A.A.; seconded by Mr. Hoey. 6 years, 1 absent APPROVED



5. MEMORIALS

5.I. Memorial - Moore

Betsy Moore, retired Robinson School music teacher.

5.II. Memorial - Durand

Katherine Y. "Katie" Durand, daughter of Michelle Durand, Lowell High School Clerk.

6. UNFINISHED BUSINESS

6.I. Subcommittee Assignments: Appointed by Mayor William Samaras

Ms. Martin made a motion to defer the Subcommittee Assignments: Appointed by Mayor William Samaras to the next scheduled Lowell School Committee meeting; seconded by Mr. Lay. 6 yeas, 1 absent APPROVED

7. MOTIONS

7.I. **[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.

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

7.II. **[By Gerard Nutter]:** Request the Superintendent to update/explain the delay in purchasing equipment for many other schools similar to what was done for the Pyne Arts School using our Comcast revolving account.

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

7.III. **[By Gerard Nutter]:** Per Open Meeting Law, any combined subcommittee meeting which results in more than 3 members in attendance be posted as a meeting of the Committee of the Whole.

The Committee asked that a recommendation from our Attorney also be included in the report.

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



7.IV. [By Jackie Doherty]: Request the Superintendent provide the committee with additional options to address site issues for the Day School and the middle-school bubble that do not require students from the Cardinal O’Connell being returned to their sending schools. The options to be presented and discussed at a meeting of the whole prior to the regularly scheduled March 7 school committee meeting.

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

7.V. [By Jacqueline Doherty]: Request the Superintendent direct each school to develop a list of “Top Ten Most Pressing Facility Needs” to share with the Facility Subcommittee as a way to get an immediate handle on issues of primary concern in our buildings.

Ms. Doherty made a motion to approve; seconded by Mr. Hoey. 5 yeas, 1 nay, 1 absent APPROVED

7.VI. [By Jacqueline Doherty]: Request the Superintendent direct staff to remove surplus materials cluttering halls and storage areas at the Robinson School either by donating or finding some other acceptable means of disposal. In addition, provide the committee with a report on surplus materials cluttering other schools with a plan/timeline for removal at those locations.

Robin Desmond, Assistant Superintendent for Curriculum, Instruction and Assessment provided the Committee with an overview of the process that takes place to remove surplus materials.

This motion was withdrawn.

7.VII. [By Andy Descoteaux]: Request that the Superintendent establish a link on the Lowell Public Schools Website that indicates all K - 12 events in the Lowell Public Schools.

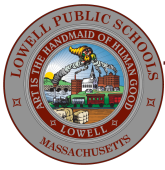
Mr. Descoteaux made a motion to approve; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

8. REPORTS OF THE SUPERINTENDENT

8.I. Enrollment Figures

The district enrollment report provided to the Committee showed the breakdown by school and grade through January 31, 2018.

Mr. Nutter made a motion to accept the following Reports of the Superintendent 8.I. through 8.III. as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED



8.II. Monthly Financial Report

The Monthly Budget Report that was provided to the Committee by Gary Frisch, Assistant Superintendent for Finance/School Business Administrator showed the budget report for the period ending January 31, 2017. Mr. Frisch gave the following summary:

Original Budget	\$162,073,324
Carrying Forward from Last Year	\$1,054,150
Adjusted Budget	\$163,127,474
Year-To-Date Expenditures	\$-74,659,324
Outstanding Purchase Orders	\$-8,423,525
Remaining Balance	\$80,044,625

Mr. Nutter asked several questions about the balance of the Suspense Account showing a difference of \$800,000 less than what the School Committee voted for at their August meeting. Mr. Nutter also stated that he was not able to find any motions or transfers detailing why the Suspense Account would be off by that amount.

Mr. Nutter made a motion to refer the Monthly Financial Report to the Finance Subcommittee for further discussion; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

Mr. Nutter made a motion to accept the following Reports of the Superintendent 8.I. through 8.III. as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

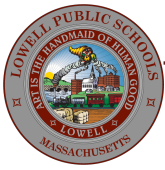
8.III. Personnel Report

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

Mr. Nutter made a motion to accept the following Reports of the Superintendent 8.I. through 8.III. as reports of progress; seconded by Ms. Martin. 6 yeas, 1 absent APPROVED

8.IV. Lowell High Head of School Update

This report was deferred to the next Lowell School Committee meeting.



8.V. State Aid Update

Gary Frisch, Assistant Superintendent for Finance provided a PowerPoint presentation to the Committee regarding the Foundation Budget/Chapter 70 aid program for the Lowell Public Schools for FY 2019. The PowerPoint informed the Committee that Chapter 70 aid is determined by a foundation budget unique to each school district based on specific grades, demographics and characteristics of each student. Once the foundation budget is calculated, then a local contribution amount is developed based on the community's property tax and relative wealth. The remaining amount is funded by Chapter 70 state aid. The foundation budget is also the net school spending requirement for the school system. Net School spending is the minimum amount that must be spent by each school district.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.V., 8.V.I and 8.VIII. as reports of progress; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

8.VI. Final Budget Calendar

Superintendent Khelfaoui presented the FY 2018-2019 public budget schedule.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.V., 8.V.I and 8.VIII. as reports of progress; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

8.VII. 2018-2019 School Calendar

Ms. Martin made a motion to defer the 2018-2019 School Calendar to the next scheduled Lowell School Committee meeting; seconded by Mr. Nutter. 6 yeas, 1 absent APPROVED

8.VIII. Transportation Update

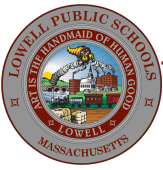
Jennifer McCrystal, Director of Special Education and Dodie Dolan, Transportation Manager gave the Committee an update on the upcoming transportation transition with PrideStar. They informed the Committee that Pridestar has been meeting weekly with the Lowell Public Schools to update them on the transition. They have also met with Principals and Special Education teams as well as many parent groups on several occasions. PrideStar has a new fleet of student vehicles that includes radio and camera systems, CheckMate and integrated car seats.

Mr. Descoteaux made a motion to accept the following Reports of the Superintendent 8.V., 8.V.I and 8.VIII. as reports of progress; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

9. NEW BUSINESS

9.I. Salary Adjustment for Non-Affiliated Staff

Mr. Nutter made a motion to approve the Salary Adjustment for Non-Affiliated Staff; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

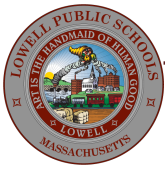


9.II. Budget Transfer

Department:		SCHOOLS				
TRANSFER TO:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
90210112	544400		2300		Bailey SA - General Supplies	\$ 704.00
91510112	544400		2300		Greenhalge SA - General Supplies	\$ 9,891.70
95410112	544400		2300		LDS SA - General Supplies	\$ 5,000.00
					TOTAL	\$ 15,595.70
TRANSFER FROM:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
90210124	541000		2450		Bailey SA - Technology Exp	\$ 704.00
91510115	541600		2400		Greenhalge SA - Textbooks	\$ 6,000.00
91510124	541000		2450		Greenhalge SA - Technology Exp	\$ 596.20
91536006	541601		2500		Greenhalge SA - Library/Media	\$ 1,000.00
91537015	530002		2350		Greenhalge SA - Prof Dev	\$ 2,295.50
95437054	530002		2350		LDS SA - Prof Dev	\$ 5,000.00
					TOTAL	\$ 15,595.70

Reason for transfer: Adjustments to expend the budget

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



9.III. Approval of an Educational Research Request

The Hechinger Report is a non-profit newsroom, housed at Teachers College, Columbia University. They are currently working on an article focusing on Lowell High School's work developing their Pathway programs. The administrative staff has built positive relationship with The Heckinger Report, and they are pleased at the prospect of having the school's work recognized nationally. The Heckinger Report has asked to survey juniors and seniors at Lowell High School. The brief survey will be distributed in advisory. The request has the strong support of Marianne Busteed, Head of School and Amy McLeod, Director of Curriculum and Instruction.

Ms. Martin made a motion to approve the Lowell High School Participation – Hechinger Report Study; seconded by Mr. Hoey. 6 yeas, 1 absent APPROVED

10. CONVENTION/CONFERENCE REQUESTS

10.I. LHS - Gear-Up

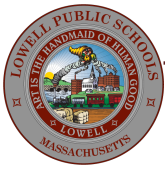
Head of School Marianne Busteed, requests permission for Middlesex Community College/Lowell High School Gear-up personnel; Dianne Luz, Jeanette Racine, Sarah Sorenson and Genesis Torti along with a group of 32 Upward Bound students participating in the MCC TRIO Talent Search, Upward Bound and GEAR-UP program to attend the annual conference scheduled on February 22 through February 23, 2018 in Cromwell, CT. There are no costs to the Lowell High School or the School Department Budget

Ms. Martin made a motion to take and approve all three (3) convention/conference requests together; seconded by Mr. Lay. 6 yeas, 1 absent APPROVED

10.II. Robinson- Trip Yellowstone

Robinson School Principal Kevin McLaughlin, requests permission for [20] twenty 7th grade students and five chaperones, Dan Sargent, Jen Frasier, Caroline Burrows, Tadd Allen and Tyler Bedford to attend an educational field trip to Yellowstone National Park. The field trip is scheduled for April 15 through April 21, 2018. No school will be missed. All expenses will be paid through the Summer Star Foundation Grant. There are no costs to the School Department Budget.

Ms. Martin made a motion to take and approve all three (3) convention/conference requests together; seconded by Mr. Lay. 6 yeas, 1 absent APPROVED



10.III. Trip to Boston- Martha Cohn

Assistant Superintendent Desmond, requesting permission for Martha Cohn, Coordinator of Science & Social Studies to attend the STEM Leadership Conference in Boston, MA on April 18-20, 2018. The cost of the conference (including conference fees, meals and lodging) will be no cost to the Lowell Public School Department, as DALI STEM Leadership will pay for all these expenses. No substitute is needed.

Ms. Martin made a motion to take and approve all three (3) convention/conference requests together; seconded by Mr. Lay. 6 years, 1 absent APPROVED

11. PROFESSIONAL PERSONNEL

11.I. UTL Donated Sick Days - Levassuer

The Members of the United Teachers of Lowell hereby donate twenty one [21] sick leave days to Lynn Levassuer, Lincoln School Teacher.

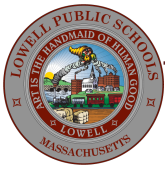
Ms. Martin made a motion to approve; seconded by Mr. Nutter. 6 years, 1 absent APPROVED

Ms. Martin made a motion to Suspend the Rules to discuss the recent School Building Committee meeting; seconded Mr. Hoey. 6 years, 1 absent APPROVED

Ms. Martin gave a brief report on the School Building Committee meeting that was held on Monday, February 12, 2018. She informed the Committee that the School Building Committee is committed to moving the process as quickly as possible so they're able to present at the Massachusetts School Building Authority (MSBA) meeting in June. Ms. Martin concluded her remarks stating that three (3) final plans were submitted to the MSBA and none of the plans include a pool. The next School Building Committee meeting is scheduled for the first week in March.

Ms. Martin made a motion to have the administration request the written minutes following all School Building Committee meetings and to present them at all School Committee meetings that immediately follow; seconded by Mr. Hoey. 6 years, 1 absent APPROVED

Mr. Hoey made a motion to direct the Superintendent to obtain letters of support from other area Superintendent's regarding how beneficial a new fieldhouse would be for the Greater Lowell Community and to send the letters of support to the Massachusetts School Building Authority (MSBA); seconded by Mr. Lay. 6 years, 1 absent APPROVED



12. ADJOURNMENT

**Ms. Martin made a motion to adjourn at 7:50 p.m.; seconded by Mr. Descoteaux. 6 yeas, 1 absent
APPROVED**

Respectfully submitted,

**Dr. Salah E. Khelifaoui, Superintendent and
Secretary to the Lowell School Committee**

SEK/mes