

LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: April 4, 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 6:37 p.m., all members were present, namely: Mayor Samaras, Mr. Descoteaux, Ms. Doherty, Mr. Hoey, Mr. Lay, Ms. Martin and Mr. Nutter.

Sophia Marsden, LHS Student Representative was also present.

3. SPECIAL ORDER OF BUSINESS

3.I. Spotlight on Excellence: LHS JROTC National Championship

The Spotlight on Excellence featured the Lowell High School AFJROTC Drill Team. Eileen M. Ironfield, Lt. Col, USAF (retired) addressed the Committee. The team is comprised of students in grades 9 – 12 who competed at the U.S. Air Force National Drill Competition in Dayton, Ohio. The Lowell High School Armed Drill Team (Red Raider Guard) was crowned the 2018 Air Force National Champions. The Lowell High School Unarmed team (Lady Raiders) finished in 3rd place. There were 28 Air Force schools from across the country competing. The Lowell High School Drill Team came home with 8 trophies.

3.II. Spotlight on Excellence: Kathryn P. Stoklosa Knowledge Bowl Competition 2018

The second Spotlight on Excellence recognized the Stoklosa School, champions of this year's Kathryn Philbin Stoklosa Knowledge Bowl Competition. Carolyn Rocheleau, Coordinator for the 2018 competition spoke briefly about the competition and then introduced James Cardaci, Principal of the Stoklosa School. Mr. Cardaci thanked Ms. Rocheleau and introduced the school coaches, Gina Brunelas and Meghan Dunbar who then introduced their students. .



3.III. Spotlight on Excellence: Middlesex Partnerships for Youth “Be The Change”

The third Spotlight on Excellence recognized Lowell High senior Samil Branco who received an honorable mention in the Annual Middlesex Partnerships for Youth “Be The Change” poster contest. Margie Daniels, Executive Director of Middlesex Partnerships for Youth and Anthony Pierantozzi, President of the Board were on hand to award Samil. Out of two hundred (200) entries, there was one (1) overall winner and three (3) honorable mentions.

3.IV. Public Hearing Inter-District School Choice Program

The Public Hearing on Inter-District School Choice Program was held and no spoke in favor or in opposition. The following motion was made to recommend that the Lowell Public Schools participate in the Inter-District School Choice Program for grades 9 - 12, for the 2018-2019 school year. Also, to allot, but not to exceed, thirty (30) seats within grade 9 – 12. The motion passed.

4. MINUTES

4.I. Minutes: Approval of the Minutes of the regularly scheduled Lowell School Committee Meeting of Wednesday, March 21, 2018

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

5. PERMISSION TO ENTER

5.I. Permission to Enter: April 4, 2018

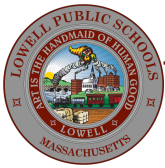
Mr. Descoteaux made a motion to approve the Permission to Enter; seconded by Mr. Hoey. 7 yeas APPROVED

6. MEMORIALS

6.I. Memorial - Conlon

Maureen (Finn) Conlon, retired Shaughnessy School teacher, sister-in-law of Denise Finn Shaughnessy School teacher and mother-in-law of Lori Conlon Greenhalge School teacher

Robert Maguire, former Mayor, City Councilor and LRTA Director.



7. MOTIONS

7.I. [By Gerard Nutter]: Request the Administration to provide current school committee copies of the end of year fiscal closing process and request a meeting of the Finance Subcommittee to review or develop written policy by May 15th 2018.

Superintendent Khelfaoui respectfully asked for the date to be changed to June 6, 2018. Mr. Nutter had no objection.

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

7.II. [By Gerard Nutter]: Superintendent verbally advise School Committee if we are on schedule to meet all required Budget presentation and meetings dates adopted by the School Committee. Also inform if all unions / staff have been notified of potential layoffs / reductions per contract requirements.

Superintendent Khelfaoui informed the Committee that they plan to be on time with the budget and all unions have been notified.

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

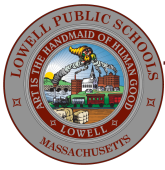
Mr. Nutter made a motion to change the Budget Hearing that was scheduled for Monday, April 30, 2018 to Wednesday, May 2, 2018 due to a Lowell High School Building meeting that is scheduled on the same night; seconded by Ms. Martin. 7 yeas APPROVED

7.III. [By Gerard Nutter]: Request School Committee Attorney provide legal opinion if per Roberts Rules and the School Committee Policy Manual a Subcommittee Chair can call for a meeting without first presenting it as a motion on the Meeting Floor per Mayor's proposed preference.

Mr. Nutter made a motion to approve; seconded by Ms. Doherty.

Three Committee members spoke in favor of this motion. Mayor Samaras stated that he's not trying to infringe on the Chairperson's rights, but feels that Subcommittee meetings should be held only after a vote or polling of the whole Committee with approval for said Subcommittee meeting.

Mr. Nutter made a motion to refer motion #7.111 by Mr. Nutter "Request School Committee Attorney provide legal opinion if per Roberts Rules and the School Committee Policy Manual a Subcommittee Chair can call for a meeting without first presenting it as a motion on the Meeting Floor per Mayor's proposed preference" and motion # 7.XII by Mr. Descoteaux "All Subcommittee meetings shall be scheduled by the explicit vote of School Committee as whole. All Matters or topics discussed in Subcommittee shall be referred to the said Subcommittee by vote of the full Committee at a regularly scheduled meeting" to a Policy Subcommittee for further discussion; seconded by Mr. Descoteaux. 6 yeas, 1 nay APPROVED



7.IV. [By Gerard Nutter]: School Committee work with Administration and School / City Attorney's reviewing / developing a Policy regarding MARIJUANA screening in employment requirements based on changes to State Law.

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

7.V. [By Gerard Nutter]: School Committee work with Administration and School / City Attorney's developing a policy in regard to "Service Animals" for disabled versus "Comfort Animals " in Lowell Public Schools.

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

7.VI. [By Dominik Lay]: Request the Superintendent to investigate strategies to increase parent engagement in all schools including our PTO, Citywide Parent Council and School Site Council.

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

7.VII. [By Dominik Lay]: Request the Superintendent explore the feasibility of offering MTEL (Massachusetts Test for Educator Licensure) Workshops in order to increase qualified diverse teacher candidates.

Superintendent Khelfaoui informed the Committee that he has spoken with the Assistant Superintendent of Curriculum, Instruction and Assessment as well as the Coordinator of the Teacher Academy regarding this request and he believes that if it is the will of this body this can be done for a small amount of money.

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

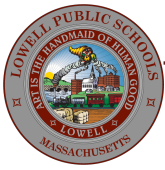
7.VIII. [By Jackie Doherty]: Request the Superintendent provide the committee with a report that describes each elementary and middle school's outdoor play space, including whether they have play structures (none, one, or two) available for student use during recess.

Superintendent Khelfaoui asked Ms. Doherty if she wanted playgrounds that aren't on schools grounds that schools utilize included and Ms. Doherty said she would like it to be included.

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

7.IX. [By Mayor William Samaras]: Request the City Auditor provide the School Committee with a report on all School Department Budget and Financial issues. Report shall include, but not be limited to, the entering of the FY2018 School Budget into the City's financial system and the school budget's compliance with all City financial regulations and the City Budget.

Mayor Samaras made a motion to approve; seconded by Ms. Martin. 7 yeas APPROVED



7.X. [By Andre Descoteaux]: Ask the Superintendent to request an evaluation of all current useful and/or new equipment that is currently in the High School. That equipment should be salvaged by us and not the demolition company.

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

7.XI. [By Andre Descoteaux]: Ask the Superintendent to look into how ALL the musical equipment found in all our schools should be evaluated and shared by all schools.

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

7.XII. [By Andre Descoteaux]: All Subcommittee meetings shall be scheduled by the explicit vote of School Committee as whole. All Matters or topics discussed in Subcommittee shall be referred to the said Subcommittee by vote of the full Committee at a regularly scheduled meeting.

Mr. Nutter made a motion to refer motion #7.111 by Mr. Nutter “Request School Committee Attorney provide legal opinion if per Roberts Rules and the School Committee Policy Manual a Subcommittee Chair can call for a meeting without first presenting it as a motion on the Meeting Floor per Mayor's proposed preference” and motion # 7.XII by Mr. Descoteaux “All Subcommittee meetings shall be scheduled by the explicit vote of School Committee as whole. All Matters or topics discussed in Subcommittee shall be referred to the said Subcommittee by vote of the full Committee at a regularly scheduled meeting” to a Policy Subcommittee for further discussion; seconded by Mr. Descoteaux. 6 yeas, 1 nay APPROVED

7.XIII. [By Andre Descoteaux]: Ask the Superintendent to ask the City Auditor what the percentage of Lowell's budget went to the School Department before Ed Reform.

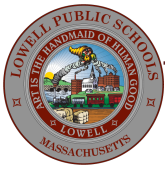
Mr. Descoteaux made a motion to approve; seconded by Ms. Martin. 7 yeas APPROVED

8. SUBCOMMITTEES

8.I. Finance Subcommittee Meeting: Approval of the Minutes of the Meeting of March 21, 2018 [Gerard Nutter, Chairperson]

Chairperson Nutter reported out on the Finance Subcommittee at the Lowell School Committee meeting held on March 21, 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. Update Human Resources Director Position

Superintendent Khelfaoui informed the Committee that the administration is considering a search firm to assist in the recruitment of an experienced candidate. The district will solicit three (3) proposals from search firms and will seek the School Committee's permission to enter into an agreement with the recommended firm. The Superintendent also informed the Committee that Susan Mulligan, Acting Human Resources Director will stay during this process and will help with the transition when a candidate is chosen. Committee members asked what the time line was for this. The Superintendent stated that we are seeking out firms and waiting for more information. When we have the interested firms, we will asked the firms to make a presentation to the School Committee.

The following people spoke in favor of conducting a search for a new Human Resources Director and spoke about the lack of diversity in our schools:

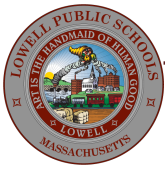
Sophan Smith
Chrystal Robert
Laura Ortiz
Marissa Shea
Vladimir Saldana,
Darcy Boyer
Denise Brito
Lianna Kushi,
Fred Laporte
Alisse Arzuaga
Carmen Bermudez
Bobby Tugbiyele

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

9.II. Lowell High School Building Committee Meeting Update

Superintendent Khelfaoui provided a copy of an updated PowerPoint presentation from Perkins-Eastman regarding the School Building Committee Lowell High School Project. Ms. Martin said that the meeting was very informative and presently there are three (3) options being discussed and all of them are downtown options and eminent domain is also still being discussed. The next building meeting will be held on April 30, 2018.

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



9.III. 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 March 29, 2018. Mr. Frisch gave the following summary:

Original Budget	\$162,073,324
Additional City Contribution	\$250,000
Total Budget Appropriation 2017-2018	\$162,323,324
Carrying Forward from Last Year	\$854,150
Adjusted Budget	\$163,127,474
Year-To-Date Expenditures	\$-101,831,850
Outstanding Purchase Orders	\$-7,031,170
Remaining Balance	\$52,264,454

Mr. Nutter asked for clarification about how much the district is spending monthly. Superintendent Khelfaoui said that he will provide that information at the next School Committee meeting.

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

9.IV. Quotes for Human Resources Audit

Susan Mulligan, Acting Human Resources Director informed Dr. Khelfaoui that a request for quotes to perform an audit of the Human Resources Office have been sent to the following agencies:

- MASPA
- HRS Consulting
- The Management Solution

The scope of services include: purpose of consultation, objectives of consultation, strategies to complete the objectives, sustainability plan and anticipated outcomes of the project.

Ms. Doherty and Ms. Martin stated that they wanted to see a compliance audit. Superintendent Khelfaoui said that the compliance piece of the audit will be included.

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



9.V. Lowell Public Schools Early Release Good Friday

Susan Mulligan, Acting Human Resources Director informed Dr. Khelifaoui that the current UTL and LSAA contracts states that employees may request and be granted up to three (3) religious days. Based on the current UTL and LSAA contracts, it is estimated that substitute coverage would not be sufficient to cover the anticipated absenteeism on Good Friday. Dr. Khelifaoui stated that this can be pursued in future negotiations.

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

9.VI. Purchasing Equipment Delays

Dr. Khelifaoui informed the Committee that due to new state regulations the Comcast Revolving account no longer exists. All spending from the PEG Comcast funding has to be approved by the City Manager. Purchase requests for equipment for middle schools have been forwarded to the City Manager's Office.

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

9.VII. Combined Subcommittee Meetings

Dr. Khelifaoui informed the Committee that after consulting with our legal counsel that Mr. Nutter's motion "Per Open Meeting Law, any combined subcommittee meeting which results in more than three (3) members in attendance be posted as a meeting of the Committee as a whole" has merit. Consequently, we recommend that any time a combined subcommittee meeting is called in which four (4) or more members are attending the meeting should be posted as a meeting of the Committee as a Whole.

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

9.VIII. LHS Elective Classes

Marianne Busted, Head of School responded to Mr. Lay's motion "Request the Superintendent to establish a minimum class size of 10 students in LHS elective classes, before it can be offered. The Superintendent must approve all exceptions". Ms. Busted informed the Committee that as per School Committee directive, all Lowell High Elective classes must have a minimum of ten (10) students before they can be scheduled and any exceptions must be approved by the Superintendent.

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



9.IX. Quarterly Report on Motions

Superintendent Khelifaoui presented the Quarterly Report on Motions to the Committee and welcomed any questions they may have. He also informed them again that they will be receiving them in each School Committee packet.

Ms. Doherty asked about motion # 9 “Request the Superintendent ensure that the LPS website for each school provides information on its School Site Council members, upcoming meeting times, agendas, and minutes similar to the Pyne Arts School website. (repeat from March 2017)”. She stated that she has checked a few school websites and this information is not posted. Superintendent Khelifaoui stated that due to budget cuts schools do not have someone posting this information. The district webmaster currently does this and has sent several requests looking for this information and has not received responses. Ms. Doherty also asked about motion # 12 “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”. Superintendent Khelifaoui stated that he was told earlier this afternoon that two (2) bids were received and they will be rated tomorrow.

Ms. Doherty made a motion to vacate motion # 1 “Request the Superintendent review the mandates that have been adopted by DESE and see if they are still required under the new federal guidelines” on the Quarterly Reports on Motions; seconded by Mr. Nutter. 7 yeas APPROVED

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

9.X. Enrollment Figures

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

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

10. NEW BUSINESS

10.I. Vote Of Inter-District School Choice

Mr. Descoteaux made a motion to recommend that the Lowell Public Schools participate in the Inter-District School Choice Program for grades 9 - 12, for the 2018-2019 school year and to allot thirty (30) seats within grades 9 – 12; seconded by Mr. Hoey. 7 yeas APPROVED



10.II. Vote of Policy Revisions

Jeannine Durkin, Deputy Superintendent provided the Committee with recommended revisions to the Equal Education Opportunities Policy and the Instructional Materials Policy.

Ms. Doherty made a motion to approve the File: JB Equal Educational Opportunities Policy; seconded by Mr. Lay. 7 yeas APPROVED

Mr. Descoteaux made a motion to approve the File: IJ Instructional Materials Policy; seconded by Mr. Hoey. 7 yeas APPROVED

10.III. Budget Transfer

Department:		SCHOOLS				
TRANSFER TO:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
99300003	577771		2400		School Committee Suspense	\$ 77,000.00
					TOTAL	\$ 77,000.00
TRANSFER FROM:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
99341215	512921		1400		Computer Network Manager K-12	\$ 67,000.00
99345006	563600		5200		Employee Health Insurance	\$ 10,000.00
					TOTAL	\$ 77,000.00

Reason for Transfer: The purpose is to transfer monies to the suspense account to replenish the reduction in state aid.



Department:		SCHOOLS				
TRANSFER TO:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
99300003	577771		2400	School Committee Suspense		\$ 98,000.00
					TOTAL	\$ 98,000.00
TRANSFER FROM:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
91536003	512904		2500	Greenhalge Library Aide		\$ 30,500.00
98436003	512904		2500	Butler Library Aide		\$ 18,777.00
98736003	512904		2500	Rogers Library Aide		\$ 18,723.00
99345006	563600		5200	Employee Health Insurance		\$ 30,000.00
					TOTAL	\$ 98,000.00

Reason for Transfer: The purpose is to transfer monies to the suspense account to replenish the reduction in state aid.

Department:		SCHOOLS				
TRANSFER TO:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
99300003	577771		2400	School Committee Suspense		\$ 60,000.00
					TOTAL	\$ 60,000.00
TRANSFER FROM:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
90210103	512903		2300	Bailey Elementary Teacher		\$ 50,000.00
99345006	563600		5200	Employee Health Insurance		\$ 10,000.00
					TOTAL	\$ 60,000.00

Reason for Transfer: The purpose is to transfer monies to the suspense account to replenish the reduction in state aid.



Department:		SCHOOLS				
TRANSFER TO:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
99300003	577771		2400		School Committee Suspense	\$237,000.00
					TOTAL	\$237,000.00
TRANSFER FROM:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
98010103	512903		2300		Murkland Elementary Teacher	\$ 38,491.00
98410603	512903		2300		Butler Middle School Teacher	\$ 14,704.00
98411003	512903		2300		Butler Art Teacher	\$ 76,000.00
98411503	512903		2300		Butler English Teacher	\$ 30,000.00
98513003	512903		2300		Daley Science Teacher	\$ 31,265.00
97512803	512903		2300		McAuliffe Music Teacher	\$ 46,540.00
					TOTAL	\$237,000.00

Reason for Transfer: The purpose is to transfer monies to the suspense account to replenish the reduction in state aid.



Department:		SCHOOLS				
TRANSFER TO:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
99300003	577771		2400	School Committee Suspense	\$ 138,000.00	
					TOTAL	\$ 138,000.00
TRANSFER FROM:						
Account #					Description	Amount
Org.	Object	Project	DESE Function			
99310004	544400		2300	Supplies & Textbooks	\$ 43,000.00	
99341224	575270		1400	Photocopier - Purchase/Lease	\$ 19,626.00	
99341218	531800		1400	Printing & Binding	\$ 25,288.00	
99305120	544400		2300	Supplies - Mathematics	\$ 50,086.00	
					TOTAL	\$ 138,000.00

Reason for Transfer: The purpose is to transfer monies to the suspense account to replenish the reduction in state aid.

Mr. Nutter made a motion to approve the budget transfers; seconded by Mr. Hoey. 7 yeas APPROVED



11. CONVENTION/CONFERENCE REQUESTS

11.I. LDS - Trip to Nashua

Permission for Lowell Day School teachers Karen Tyros and Stephanie Crowell to attend the Language Acquisition through Motor Planning (LAMP) training held on April 10, 2018 in Nashua, N.H. All expenses are being covered by the school Professional Development account not to exceed \$198. No substitute teacher is needed.

Ms. Doherty made a motion to take and approve all five (5) convention/conference requests together; seconded by Mr. Nutter. 7 yeas APPROVED

11.II. LHS- Trip to Quebec City, Canada

40 LHS International Language Club members and 4 staff members [Tricia Gabor, Thomas Thorton, Michael Arwe and Marry Ann Dyson], along with a CORIED chaperone, to travel to Quebec City, Canada from Friday, February 8 through Monday, February 11, 2019. The cost of the substitutes in the amount of \$315 will be paid by LHS individual school budget. Each student traveling will incur the total cost of \$600.00. The travel company includes allowance for chaperones at no cost.

Ms. Doherty made a motion to take and approve all five (5) convention/conference requests together; seconded by Mr. Nutter. 7 yeas APPROVED

11.III. LHS Trip - Kansas City, MO

Permission for Lowell High School Latin Lyceum teacher Krista Earley to attend the AP Reader conference held from Friday, June 1, 2018 through Saturday, June 9, 2018 in Kansas City, MO. There will be no cost to the district. All expenses are being covered by the College Board. No substitute teacher is needed.

Ms. Doherty made a motion to take and approve all five (5) convention/conference requests together; seconded by Mr. Nutter. 7 yeas APPROVED

11.IV. Trip - Museum Boston

Request permission for fourth grade McAvinnue students, along with Principal Michael Ducharme, Assistant Principal Michael Domina, Teachers; Tom Pelletier, Cindy Fosse, Julie Gillis, Kate Burgess-MacIntosh, Noreen Crowley and Mike Cotta to participate in an overnight field trip to the Museum of Science in Boston on Friday, June 1th through Saturday, June 2, 2018. The trip will be paid by students and staff. The McAvinnue School Student Activity Account will pay the \$ 760 transportation cost. There are no costs to the School Department budget. No substitute teacher is needed.

Ms. Doherty made a motion to take and approve all five (5) convention/conference requests together; seconded by Mr. Nutter. 7 yeas APPROVED



11.V. Trip- Quincy, MA- Newell

Permission for Melissa Newell, Coordinator of Language Arts & Literacy K-12, to attend the MRA (Massachusetts Reading Association's) Annual Reading Conference in Quincy, MA on April 8th and 9th 2018. The cost to attend the workshop of \$230.00 (Presenter) will be paid by the District Professional Development Account. The total cost for the hotel of \$300.00 for 2 nights at the conference location will be paid by Title 1. No meals would need to be provided for this conference. No substitute is needed.

Ms. Doherty made a motion to take and approve all five (5) convention/conference requests together; seconded by Mr. Nutter. 7 yeas APPROVED

12. COMMUNICATIONS

13. PROFESSIONAL PERSONNEL

13.I. UTL- Sick Leave

The Members of the United Teachers of Lowell hereby donate twenty [20] sick leave days to Kristen Colon, Lowell High School Teacher.

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

13.II. UTL- Sick Leave - Silva

The Members of the United Teachers of Lowell hereby donate sixteen [16] sick leave days to Maria Silva, Food Services Lowell High School.

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



14. ADJOURNMENT

Mr. Nutter made a motion to adjourn at 9:54 p.m.; seconded by Mr. Hoey. 7 yeas APPROVED

Respectfully submitted,

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

SEK/mes