



# LOWELL SCHOOL COMMITTEE

## *REGULAR MEETING MINUTES*

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**Date:** May 16, 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 6:32 p.m., members present were, namely: Ms. Doherty, Mr. Hoey, Mr. Lay, Mr. Nutter, Mayor Samaras and Mr. Descoteaux. Ms. Martin arrived at 6:33 p.m.

Sophia Marsden, LHS Student Representative, was also present.

### 3. MINUTES

3.I. Minutes: Approval of the Minutes of the regularly scheduled Lowell School Committee Meeting of Thursday, April 26, 2018

**Mr. Hoey made a motion to accept and place on file the minutes of the April 26, 2018, May 2, 2018 and the May 8, 2018 School Committee meetings; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**

3.II. Minutes - Budget Hearing: Approval of the Minutes of the FY2019 Budget Hearing of Wednesday, May 2, 2018.

**Mr. Hoey made a motion to accept and place on file the minutes of the April 26, 2018, May 2, 2018 and the May 8, 2018 School Committee meetings; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**

3.III. Minutes- Special Meeting: Approval of the Minutes of the Special Meeting of the Lowell School Committee of Tuesday, May 8, 2018.

**Mr. Hoey made a motion to accept and place on file the minutes of the April 26, 2018, May 2, 2018 and the May 8, 2018 School Committee meetings; seconded by Mr. Descoteaux. 6 yeas, 1 absent APPROVED**



#### **4. PERMISSION TO ENTER**

4.I. Permission To Enter: May 16, 2018

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

#### **5. MEMORIALS**

##### **5.I. Memorial - Saucier**

Henry W. Saucier, father of Kelley A. Underwood Sullivan School Custodian and father-in-law of Director of Operations and Maintenance Richard (Ricky) Underwood.

##### **5.II. Memorial - Kennedy**

Robert B. Kennedy, retired Executive Director of LRTA, former State Representative, Governor's Councilor, Mayor and Lowell City Councilor.

##### **5.III. Memorial - McNeil**

Angelique McNeil, Lowell High School Student.

##### **5.IV. Memorial – Jacobs**

Zoe Rosario Jacobs, Moody School Student.

##### **5.V. Memorial - Wilson**

Agnes Elizabeth (Hess) Wilson, grandmother of Rebecca Duda, Family Resource Center Coordinator.

#### **6. UNFINISHED BUSINESS**

##### **6.I. FY2019 Budget Session**

Mayor Samaras addressed the Committee and stated that he believed that the presentation the School Committee presented to the City Council at the City Council meeting was very helpful. He also felt that the Finance Subcommittee that was held between the School Committee and the City Council was very beneficial. He said that he spoke with City Manager Donoghue and she has expressed a willingness to help. Mayor Samaras then asked the Superintendent to address the Committee about the recent meeting that was held between the Superintendent and the City Manager. The Superintendent stated that the City Manager has agreed to eliminate the water and sewerage charge to the School Department and that will result in approximately \$250,000 being return to the school department.



The City Manager also agreed to transfer the Comcast (PEG) funding to the school department and that will amount to \$250,000. Dr. Khelifaoui stated that going forward both City Manager Donoghue and himself feel very confident about the money that the school department will be receiving from the state. He also discussed with the City Manager charges that he feels shouldn't be charged to the school department and he stated that the City Manager said she will review those charges and have further discussions about them in the future. The Superintendent said that the City Manager stated that when free cash is certified she will contact the schools about more funding if said funds are available.

Superintendent Khelifaoui also stated that the Human Resources department has identified upcoming retirements that amount to approximately \$295,000 in savings and combined with the \$250,000 from the water and sewerage funds that are returning to the budget the Superintendent is recommending restoring the following positions:

1. Foreign Language Teacher
2. Two Academic Chairs
3. Social Worker Districtwide
4. Two (2) Clerk Schedulers
5. Title 1 Director – date change from July 1, 2018 to October 1, 2018.

Action taken on pages 14 through 19 can be found in the May 14, 2018 Budget Hearing minutes.

The following people spoke about the FY 2019 Budget:

- Amanda Hosmer
- Kristen Kirby
- Leslie Oxtan
- Brenda Rodriguez
- Darcie Boyer

Page 18

2100: Department Heads/Supervisors **\$1,977,041**

Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of **\$1,977,041**; seconded by Mr. Descoteaux. 7 yeas Approved

Page 19

2100: Principals **\$8,294,121**

Superintendent Khelifaoui asked for reconsideration on the bottom line in order to change the retirement date of the Title I Director from July 1, 2018 to October 1, 2018.

**Ms. Doherty made a motion to reduce the Assistant Principal's line by one (1) Assistant Principal in the amount of \$105,000 and to move the funds into the Suspense Account; seconded by Ms. Martin. 7 yeas Approved**

**Mr. Nutter made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$8,189,121; seconded by Mr. Lay. 7 yeas Approved**



Page 20

2300: Regular Education Instruction: Classroom

\$62,921,204

**Mr. Nutter made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$62,921,204; seconded by Mr. Hoey. 7 yeas Approved**

Page 21

2300: Regular Education Instruction: Specialists

\$13,642,868

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$13,642,868; seconded by Mr. Descoteaux. 7 yeas Approved**

Page 22

2300: Regular Education Instruction: Classroom

\$1,945,702

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$1,945,702; seconded by Mr. Descoteaux. 7 yeas Approved**

Page 23

2300: Other Instructional Programs

\$476,604

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$476,604; seconded by Mr. Descoteaux. 7 yeas Approved**

Page 24 & 25

2300: Special Education Instruction

\$40,646,030

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$40,646,030; seconded by Mr. Lay. 7 yeas Approved**

Page 26

2300: Adult Education

\$629,294

**Mr. Nutter made a motion to eliminate the dollar amount of \$629,294 in the Adult Education line and to move it into the Suspense Account; seconded by Ms. Doherty. 1 yea, 6 nays Failed**

**Ms. Doherty made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$629,294; seconded by Ms. Martin. 6 yeas, 1 nay Approved**

Page 27

2300: Library

\$89,558

**Ms. Martin made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$89,558; seconded by Mr. Descoteaux. 6 yeas, 1 nay Approved**



Page 28

2300: Audio Visual Instruction **\$542,875**

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$542,875; seconded by Mr. Descoteaux. 7 yeas Approved**

Page 29

2350: Professional Development **\$865,939**

**Ms. Doherty made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$865,939; seconded by Mr. Descoteaux. 7 yeas Approved**

Page 30

2450: Instructional Technology **\$675,000**

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$675,000; seconded by Mr. Lay. 7 yeas Approved**

Page 31

2700/2800: Guidance Counselors, Social Workers & Psychologists **\$7,284,139**

**Ms. Doherty made a motion to restore the Guidance Counselor position at \$85,000; seconded by Mr. Nutter. 2 yeas, 5 nays Failed**

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$7,284,139; seconded Ms. Doherty. 6 yeas, 1 nay Approved**

Page 32

3100: Family Resource Center & Student Support Services **\$963,567**

**Mr. Descoteaux made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$963,567; seconded by Mr. Hoey. 7 yeas Approved**

Page 33

3300: Transportation **\$9,600,541**

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$9,600,541; seconded by Mr. Lay. 7 yeas Approved**

Page 34

3500: Athletics & Student Activities **\$1,383,584**

**Mr. Descoteaux made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$1,383,584; seconded by Mr. Hoey. 7 yeas Approved**



Page 35 & 36

4000: Custodial & Security Services \$5,892,855

**Mr. Hoey made a motion to have the Superintendent find \$5,000 to give the Facilities Director a \$5,000 raise; seconded by Mr. Lay. 2 yeas, 5 nays Failed**

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$5,892,855; seconded by Mr. Descoteaux. 7 yeas Approved**

Page 37

5100/5200: Employee Benefits & Retirement \$18,169,923

**Mr. Lay made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$18,169,923; seconded by Mr. Descoteaux. 7 yeas Approved**

Page 38

5300: Rentals \$697,515

**Mr. Hoey made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$697,515; seconded by Mr. Descoteaux. 7 yeas Approved**

Page 39

7000: Capital Outlay \$225,000

**Mr. Descoteaux made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$225,000; seconded by Mr. Hoey. 7 yeas Approved**

Page 40

9000: Suspense Account \$0

**Ms. Doherty made a motion to accept the recommendation of the Superintendent and to approve the bottom-line figure of \$105,000; seconded by Mr. Nutter. 7 yeas Approved (see page 19 – transfer of \$105,000 into the suspense account)**

**Mr. Nutter made a motion to approve the Lowell Public Schools FY2019 final bottom-line figure at \$165,522,325 to be submitted to the City Manager; seconded by Mr. Descoteaux. 7 yeas Approved**

Below is the priority list of positions that the Committee will consider restoring for the 2018-2019 school year should funding become available:

- **Line # 192:** Two (2) School Clerks - \$86,158
- **Line # 397:** Eighteen (18) Library Aides - \$636,000
- **Line # 398:** Stipends for Library Aides without LMS - \$16,000
- **Line # 474:** One (1) Guidance Counselor - \$85,000



Two (2) positions were discussed to be reinstated for the 2018-2019 school year. No action was taken on these positions during the May 16, 2018 School Committee Meeting.

- **Line # 178:** Freshman Academy Student Services Specialist - \$97, 821
- **Line # 179:** Include one (1) additional Assistant Principal for the Robinson School - \$105,000

One position was removed from the 2018-2019 Budget pending placement of students in the grade 5/6 alternative program at the Sullivan.

- **Line # 179:** One (1) Assistant Principal slated for the Sullivan - Position removed from the budget - \$105,000 placed in the Suspense Account

## **7. REPORTS OF THE SUPERINTENDENT**

### **7.I. Report On Motions**

Superintendent Khelfaoui provided the most updated report on outstanding motions and welcomed any questions.

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

### **7.II. Enrollment Report Update**

Jeannine Durkin, Deputy Superintendent for Student Support Services provided the Committee with a report that showed the changes in the weekly enrollment report.

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

### **7.III. Enrollment Update**

The district enrollment report provided to the Committee showed the breakdown by school and grade through May 9, 2018.

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

### **7.IV. Personnel Report**

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



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

#### **7.V. Home Education**

Superintendent Khelfaoui recommended that the following parent/guardian be allowed to home educate their child:

Vanessa Williams  
P.O. Box 2096

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

#### **8. CONVENTION/CONFERENCE REQUESTS**

##### **8.I. LHS - Trip To Cape Verde**

LHS Staff Dr. Julio C. DeCarvalho, Eileen Ironfield, Shelby Boisvert, Shonii DeFrancesco and Jason Silverberg and approximately 30 LHS students, to travel to Cape Verde from Friday, February 15 through Saturday, February 22, 2019. There is no cost to the School Department budget. No substitute teacher is needed.

**Mr. Hoey made a motion to approve both convention/conference requests; seconded by Mr. Descoteaux. 7 yeas APPROVED**

##### **8.II. LHS- Trip To New York City**

Head of School Marianne Busted, requests permission for LHS English teacher, Patricia Williams, to attend the Moth Teacher Institute in New York City on Friday, June 8, 2018 - Sunday, June 10, 2018. There is no cost for attending this conference. The cost of \$105.00 for substitute teacher will be covered by the LHS Professional Development funds.

**Mr. Hoey made a motion to approve both convention/conference requests; seconded by Mr. Descoteaux. 7 yeas APPROVED**

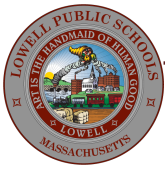
#### **9. PROFESSIONAL PERSONNEL**

##### **9.I. UTL- Sick Leave - MacDonald**

The Members of the United Teachers of Lowell hereby donate sixteen [16] sick leave days to Jennifer MacDonald, Butler School Teacher.

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





### **9.II. UTL- Sick Leave - Chan**

The Members of the United Teachers of Lowell hereby donate thirteen [13] sick leave days to Stacy Chan, Washington School Paraprofessional.

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

### **9.III. UTL- Sick Leave - Jussaume**

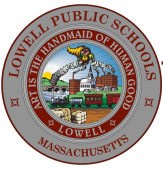
The Members of the United Teachers of Lowell hereby donate fifteen [15] sick leave days to Patricia Jussaume, Butler School Teacher.

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

Superintendent Khelfaoui informed the Committee that the Massachusetts Association of School Superintendents from the Merrimack Valley recognize the top two (2) seniors from each high school and they're honored, celebrated and awarded scholarships. Superintendent Khelfaoui then asked Marianne Busted, Head of School at Lowell High School to share the names of the students recognized from Lowell High School with the Committee. Please see below the two (2) seniors recognized:

- Pechthida Kim earned a perfect SAT score and plans to attend Harvard University in the fall.
- Emily Satterfield has done a lot of work in the area of robotics and she will be attending MIT in the fall.

Superintendent Khelfaoui also recognized that it was the last meeting that Sophia Marsden, Lowell High School student representative would be attending and thanked her.



**10. ADJOURNMENT**

**Mr. Hoey made a motion to adjourn at 9:10 p.m.; seconded by Mr. Descoteaux. 7 yeas APPROVED**

**Respectfully submitted,**

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

**SEK/mes**