



# LOWELL SCHOOL COMMITTEE

## *REGULAR MEETING MINUTES*

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**Date:** August 12, 2020  
**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 Leahy, Ms. Martin, Ms. Clark, Mr. Descoteaux Mr. Dillon, Ms. Doherty and Mr. Hoey.

### 3. SPECIAL ORDER OF BUSINESS

**3.1.** Communication Remote Participation: Members of the Public May View The Meeting Via LTC And Those Wishing To Speak Regarding A Specific Agenda Item Shall Register To Speak In Advance Of The Meeting By Sending Email To the Superintendent Indicating The Agenda Item And A Phone Number To Call So That You May Be Tele-Conferenced In To The Meeting. Email Address Is [mpalazzo@lowell.k12.ma.us](mailto:mpalazzo@lowell.k12.ma.us) If No Access to Email You May Contact at 978-674-4324.

### 4. PERMISSION TO ENTER

**4.1.** Permission to Enter: August 12, 2020 # 1

**Ms. Doherty made a motion to approve the Permission to Enter; seconded by Ms. Martin. 7 years APPROVED**

**4.2.** Permission to Enter: August 12, 2020 # 2

**Ms. Doherty made a motion to approve the Permission to Enter; seconded by Mr. Dillon. 7 years APPROVED**

### 5. REPORTS OF THE SUPERINTENDENT

**5.1.** School Reopening Update

The following people registered and addressed the Committee regarding the School Reopening Update:



Paul Georges (several attempts, no answer)  
Tara Humphrey  
Matt Lee  
John Durkin  
Carolyn Cuneo  
Shon Teicheira  
Monica Lundberg

Superintendent Boyd, Ms. Desmond, Chief Academic Officer, Dr. Guillory, Chief Schools Officer, Dr. Hall, Chief Operating Officer and Ms. Phillips, Chief Equity & Engagement Officer provided an update to the Committee with a PowerPoint presentation about a safe reopening plan for students within the context of COVID-19. The report addressed the following issues:

1. How much space do we anticipate for in person learning?
2. What might the school day look like for students? (grades K – 12 both in person and remote)
3. What is a Learning Management System (LMS) and how does it support remote learning?
4. How will we support families throughout this process?

The report also speaks to the district's community outreach goal which is to ensure that all families have received clear and meaningful communication from the district that informs their school reopening discussion. The outreach period is and key dates are as follows:

- August 7<sup>th</sup> through August 27<sup>th</sup>
  - Informing families of the two (2) options and process for making the selection.
- September 4<sup>th</sup> through September 17<sup>th</sup>
  - Informing families of preparing for school reopening within their child's assignment.
- General online info sessions (large groups, 100-500 participants)
  - Interpretation break-out rooms (upon request)
  - Spanish language info session
- Targeted online sessions (medium groups, 20-50 participants)
  - Sessions held in multiple languages (Spanish, Portuguese, Khmer, Swahili, others upon request)
  - Session held to address specific populations (i.e. Special Education, McKinney Vento, English Learner, Pre-school, Kindergarten, High School)
- Targeted in-person sessions (small groups, 8-10 participants)
  - Small groups requested and convened community organizations
- Mass Communication
  - Social Media (Facebook, Twitter, Instagram)
  - Connect (phone calls and emails)
  - Website
  - Informational videos/one page flyers to educate families on various parts of the reopening plan



- 1 to 1 Phone Calls
  - 15-minute phone calls to reach out to individual families to answer questions and help them understand the process
  - Goal to reach 70% of families (approximately 6,500 families and 1,600 hours of calls)

**Key Dates:**

- August 19 - The opt-in form for in-person learning will be made available on this date and sent to families.
- August 27 - The last date for families to submit the opt-in form for in-person learning.
- September 4 - Starting on this date, families will be notified of their school placement.
- September 17 - First day of school.



**6. ADJOURNMENT**

**Ms. Doherty made a motion to adjourn at 8:57 p.m.; seconded by Mr. Dillon. 7 yeas APPROVED**

**Respectfully submitted,**

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

**JDB/mes**