



LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: June 19, 2019
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 6:48 p.m., members present were, namely: Ms. Doherty, Mr. Hoey, Mr. Lay, Mr. Nutter, Mayor Samaras and Mr. Descoteaux. Ms. Martin arrived at 6:51 p.m.

3. SPECIAL ORDER OF BUSINESS

3.I. Introduction of Newly Elected Superintendent of the Lowell Public Schools Dr. Joel Boyd

The first Spotlight on Excellence featured the introduction of Dr. Joel Boyd, newly selected Superintendent of the Lowell Public Schools. Dr. Boyd addressed the Committee and stated that he's committed to being in Lowell and said he plans to make the Lowell Public Schools the best school district in the state and the country.

Ms. Doherty made a motion to suspend the rules to take Item # 9.I through 9.IV out of order; seconded by Mr. Descoteaux. 7 yeas APPROVED

3.II. Spotlight On Excellence: Lowell Public School Retirees

The second Spotlight on Excellence featured the Lowell Public School Retirees. The names of all Lowell Public School employees who will be retired at the conclusion of the 2018 - 2019 school year were announced. Mayor Samaras and the Committee thanked all of them for their dedication to the students and wished them well.

3.III. Introduction of Lowell High School Senior Class Officers for the Class of 2020

The third Spotlight on Excellence featured the introduction of the Lowell High School Senior Class Officers for the Class of 2020. The following students were elected:

- Shaveen Gachau President
- Amina Bahati Vice President
- Linda Onyenwe Secretary
- Jasmine Seng Treasurer
- Joy Destiny Senator



3.IV. Spotlight on Excellence: Regional Knowledge Bowl

The fourth and final Spotlight on Excellence featured the members and the coaches of the Regional Knowledge Bowl. Students and coaches shared their memories and highlights from the competition. The members of the championship team are:

- Douglas Forsythe
- Yutt Kho
- Jackson Little
- Kiran Maharjan
- Alden Raisbeck
- Enrique A. Raudales
- Gabby Rudy
- Jacqueline Tran
- Nina Wolf

Ms. Doherty made a motion to suspend the rules to take 9.VI. Lowell Public Schools Handbook Updates out of order; seconded by Mr. Descoteaux. 7 yeas APPROVED

4. MINUTES

4.I. Approval of the Minutes of the Meeting of the Lowell School Committee of Wednesday, May 15, 2019

Ms. Doherty made a motion to accept and place on file the Lowell School Committee minutes from the May 1, 2019, FY20 Budget Session of May 16, 2019, Special Meeting of May 18, 2019, Special Meeting of June 6, 2019, and Special Meeting of June 12, 2019; seconded by Mr. Descoteaux. 7 yeas APPROVED

4.II. Approval of the Minutes of the FY20 Budget Session of Thursday, May 16, 2019

Ms. Doherty made a motion to accept and place on file the Lowell School Committee minutes from the May 1, 2019, FY20 Budget Session of May 16, 2019, Special Meeting of May 18, 2019, Special Meeting of June 6, 2019, and Special Meeting of June 12, 2019; seconded by Mr. Descoteaux. 7 yeas APPROVED

4.III. Approval of the Minutes of the Special Meeting of the Lowell School Committee of Saturday, May 18, 2019

Ms. Doherty made a motion to accept and place on file the Lowell School Committee minutes from the May 1, 2019, FY20 Budget Session of May 16, 2019, Special Meeting of May 18, 2019, Special Meeting of June 6, 2019, and Special Meeting of June 12, 2019; seconded by Mr. Descoteaux. 7 yeas APPROVED



4.IV. Approval of the Minutes of the Special Meeting of the Lowell School Committee of Thursday, June 6, 2019

Ms. Doherty made a motion to accept and place on file the Lowell School Committee minutes from the May 1, 2019, FY20 Budget Session of May 16, 2019, Special Meeting of May 18, 2019, Special Meeting of June 6, 2019, and Special Meeting of June 12, 2019; seconded by Mr. Descoteaux. 7 years APPROVED

4.V. Approval of the Minutes of the Special Meeting of the Lowell School Committee of Wednesday, June 12, 2019

Ms. Doherty made a motion to accept and place on file the Lowell School Committee minutes from the May 1, 2019, FY20 Budget Session of May 16, 2019, Special Meeting of May 18, 2019, Special Meeting of June 6, 2019, and Special Meeting of June 12, 2019; seconded by Mr. Descoteaux. 7 years APPROVED

5. PERMISSION TO ENTER

5.I. Permission To Enter: June 19, 2019

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

6. MEMORIALS

6.I. **Julia T. Nutter**, Mother Of School Committee Member Gerard Nutter

6.II. **Melissa M. (Menzies) Mercado**, Aunt of Billie Jo Turner, Assistant Superintendent for Finance and Operations

6.III. **Joseph "Joe" Geoffroy**, Husband of Mary Geoffroy, Lowell High School Clerk and Uncle of Gina Martel, Lowell High School Social Worker

6.IV. **Margo McAnespie**, Sister-In-Law Of Laurie McAnespie, Lowell High School Clerk

6.V. **Donald Gagnon**, Retired Robinson School Principal

6.VI. **Laurelle Conte**, Sister-In-Law Of Pyne Arts School Principal Wendy Crocker-Roberge

6.VII. **Dr. Michael Robert Tramonte**, Retired School Psychologist



7. MOTIONS

7.I. [By Gerard Nutter]: In the event no additional Chapter 70 money becomes available, for the July meeting new Supt. address plans to deal with the unprojected, unanticipated and unnecessary \$250,000 shortfall caused by the City in Water / Sewage charges.

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

7.II. [By Gerard Nutter]: School Committee vote to delete existing "wish list" of priorities established for additional Chapter 70 funding and instead for the July meeting, request the new Supt. provide School Committee with proposals recommending how he sees any additional Chapter 70 funding would be used.

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

7.III. [By Gerard Nutter]: Request Mayor ask City Manager to reconsider charging School Department \$250,000 in Water / Sewage fee in light of the fact the City is Currently charging over \$33,000,000 of their required Net School Spending amount of \$49,626,890 for "Related Services" and inquire why the City Manager's Office waited until after the passing of the 2019/2020 Fiscal Year Budget to inform the School Department and never provided any communication to the School Committee through the Mayor to inform them of these charges before the budget was approved.

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

7.IV. [By Gerard Nutter]: Request Mayor to ask Massachusetts Department of Public Health do a full air quality Audit at LHS in July and Request City Manager to have Lowell Health, Sanitation, Electric, Fire, Code and Building Inspectors fully inspect every school building in Lowell beginning at the end of the School Year and provide School Department / School Committee with copy of Inspection Reports by August 1st along with plan to address any issues before the start of the new school year.

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

8. REPORTS OF THE SUPERINTENDENT

8.I. Lowell Community Health Center And LPS School Based Health Center: Trends And Opportunities In Adolescent Health

A brief presentation was presented to the Committee as well as a report that provided information on teen reproductive health. The report includes recommendations that were brought forward to the Lowell Public School's Health and Wellness Policy Committee from the Lowell Community Health Center's School-Based Health Center at Lowell High School. The center offers students primary medical care on-site during school hours.



Ms. Doherty made a motion to refer Item # 8.I. Lowell Community Health Center and LPS School Based Health Center: Trends And Opportunities In Adolescent Health to a Student Support Services Subcommittee for further discussion; seconded by Mr. Hoey. 7 yeas APPROVED

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.II. Preschool Standards-Based Report Card

Lisa Van Thiel, Early Childhood Coordinator provided a report for the Committee that informed them that the Early Childhood Department and the District's Preschool Teachers developed a standards-based report card for implementation starting in the fall of 2019. The new report card is similar to the previously approved Kindergarten report card.

Mr. Nutter made a motion to approve the Preschool Standards-Based Report Card; seconded by Mr. Descoteaux. 7 yeas APPROVED

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.III. Summer Eats and Food and Nutrition Weekly Updates

Sharon Lagasse, General Manager, Food and Nutrition provided the Committee with a schedule of open sites for this year's Summer Eats program that is being sponsored by the Lowell Public Schools and the Nutrition Department. The district is serving thirty (30) sites this summer. A brief video was also shown that highlights the work based training program at the STEM @ Rogers School. The work based training program is providing training to adults with developmental delays. This is a partnership between the district, Aramark and the PLUS Company.

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.IV. Family Resource Center Hours of Operation

Rebecca Duda, Family Resource Center Coordinator provided a report to the Committee that provided four (4) possible alternate schedules for hours of operation for peak enrollment periods.

Ms. Martin made a motion to refer Item # 8.IV. Family Resource Center Hours of Operation to a Student Support Services Subcommittee for further discussion; seconded by Ms. Doherty. 7 yeas APPROVED

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED



8.V. School Redesign Grant - Robinson School

The School Redesign Grant award letters from Governor Baker's Office and the Department of Elementary and Secondary Education were provided to the Committee. The Robinson Middle School has been awarded \$312,333 per year for three (3) years.

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.VI. Response to Gerard Nutter's Motions of May 15, 2019 Regarding State Mandated Program Requirements

Superintendent Durkin provided the Committee with a report that informed them that the Department of Elementary and Secondary Education, Office of District Reviews and Monitoring (ODRM) conducted a comprehensive district review during the month of April 2019. The team assessed district systems, enabling district systems and enabling district stakeholders to reflect on progress that is being made towards improving student achievement and strengthening performance. The review team will produce a report in August 2019 that will identify district and school practices that contribute to increasing student performance and provide guidance relative to areas where the district can improve practices including areas of non-compliance.

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.VII. Disposal of Surplus Material

Robin Desmond, Assistant Superintendent Curriculum, Instruction & Assessment provided a report to the Committee that showed a list of surplus materials from the Bartlett School.

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.VIII. Q3 YTD Budget Report

Billie Jo Turner, Assistant Superintendent of Finance & Operations provided the Committee with a copy of the budget report through the month ending March 31, 2019 that was provided to her from the City Auditor.

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED



8.IX. Enrollment Figures

The district enrollment report provided to the Committee showed the breakdown by school and grade through June 7, 2019.

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.X. Report On Motions

Superintendent Durkin provided the monthly report on the status of outstanding motions and asked the Committee if they had any concerns or questions. She also stated that her office would be reaching out to all Committee members to check on the status of their remaining motions and discussing the possibility of removing motions if the Committee member is agreeable to that for the purpose of cleaning up the report before the new Superintendent begins.

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.XI. List of Eligible Teachers

The List of Eligible Teachers officially informs the Committee of all eligible teachers by subject and grade.

Mr. Hoey made a motion to accept the following Reports of the Superintendent 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

8.XII. 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 8.I through 8.XII as reports of progress; seconded by Mr. Descoteaux. 7 yeas APPROVED

9. NEW BUSINESS

9.I. * SY19-20 Organizational Chart in Accordance With School Committee Policy CC

Dr. Boyd, Incoming Superintendent of School had a PowerPoint presentation that he shared with the Committee that addressed a cost-effective organization structure to improve delivery to the district's classrooms and the Lowell Public Schools as a whole. Dr. Boyd spoke about the several vacant central administrative positions that need to be addressed and how the vacancies offer an opportunity for a cost-effective redesign of the Central Administration. He spoke about essential functions that were previously undefined and/or unattached and functions that we shifted to a new division to improve coherence and efficiency.



Dr. Boyd recommended leveraging current vacancies as an opportunity to thoughtfully enhance and streamline the way we support the district's classrooms. The following improvements were recommended to the district's organizational design:

- The position of Chief Equity and Engagement Officer will be created to lead the district's work to embed equity and culturally sustaining practices into every core district function, ensuring that all students have full and equitable access to the district's programs and resources, and lead the district's efforts to engage students, families and community members as true partners in the educational process.
- The position of Chief Schools Officer will be created to directly coach and support principals and school-based teams to improve the quality of teaching and learning and close opportunity gaps in every classroom. This position will also assume primary leadership of the district's professional development, data, performance management and student assessment functions.
- The position of Human Resources will be merged into the position of Chief Operating Officer, with an expanded focus on leading all non-financial business operations of the district in addition to human resources.

All cabinet level jobs will be adjusted for greater organizational coherence with each position residing in one of three (3) central divisions (shown above) to improve internal work flow and increase clarity for internal and external stakeholders. The positions of Deputy Superintendent and Assistant Superintendent for Student Support Services will be eliminated as they will become superfluous in the new organization design.

Mr. Nutter made a motion to approve the organizational chart in accordance with School Committee Policy CC; seconded by Mr. Descoteaux. 7 yeas APPROVED

9.II. Permission to Post: Chief Equity and Engagement Officer

Ms. Doherty made a motion to post and approve the Chief Equity and Engagement Officer; seconded by Ms. Martin. 7 yeas APPROVED

9.III. Permission to Post: Chief Schools Officer

Ms. Doherty made a motion to post and approve the Chief Schools Officer; seconded by Mr. Descoteaux. 7 yeas APPROVED

9.IV. Permission to Post: Chief Operating Officer

Ms. Doherty made a motion to post and approve the Chief Operating Officer; seconded by Mr. Nutter. 7 yeas APPROVED



9.V. School Assignment Policy Revisions

Rebecca Duda, Family Resource Center Coordinator provided three (3) proposed policy revisions. The revisions are as follows:

- The first proposed revision is the section of the policy that deals with out of zone placements has its own heading now. This is to separate it from the section dealing with the waitlist. This revision is for clarification purposes.
- The second proposed revision is the addition of attendance to out of zone placements. This revision is to move children in zone when excessive absences and/or tardies become an issue.
- The final proposed revision is to change the Family Resource Coordinator to Early Childhood Coordinator in the Pre School section of the policy. The Family Resource Coordinator does not place school students.

Mr. Descoteaux made a motion to approve the three (3) school assignment policy revisions; seconded by Mr. Nutter. 7 yeas APPROVED

9.VI. Lowell Public Schools Handbook Updates

Dr. Roxane Howe, Discipline & Operations Specialist, went over the changes that are being made to the Lowell High School Parent and Student Handbook for 2019-2020 school year.

Ms. Doherty requested that the contraceptive to students form letter be separated from the approved handbook until the Committee meets at an upcoming Student Support Services Subcommittee meeting for further discussion.

Ms. Doherty made a motion to approve the proposed revisions in the Lowell High School Parent and Student Handbook for the 2019 – 2020 school year; seconded by Mr. Hoey. 7 yeas APPROVED

Jane Mosher-Canty, Student Support Services Counsel, went over the changes that are being made to the Elementary and Middle Schools Parent and Student Handbook for 2019-2020 school year.

Ms. Martin made a motion to approve the proposed revisions in the Elementary and Middle Schools Parent and Student Handbook for the 2019-2020 school year; seconded by Mr. Descoteaux. 7 yeas APPROVED



9.VII. Expenditure Transfer

Department:	SCHOOLS				
TRANSFER TO:					
Account #				Description	Amount
Org.	Object	Project	DESE Function		
12010025	517600	00008		Fringe Benefits	\$ 367,412.70
				TOTAL	\$ 367,412.70
TRANSFER FROM:					
Account #				Description	Amount
Org.	Object	Project	DESE Function		
99345006	563600			Employee Health Insurance	\$ 367,412.70
				TOTAL	\$ 367,412.70

Reason for Transfer: Fringe Benefit entry for the medical/dental/Medicare portion of food service employees

Ms. Martin made a motion to approve the expenditure transfer of \$367,412.70; seconded by Mr. Nutter. 7 yeas APPROVED

9.VIII. 2019-2020 Lowell High School Student Advisory Meeting Schedule

Mr. Nutter made a motion to approve the 2019-2020 Lowell High School Student Advisory Meeting Schedule; seconded by Mr. Descoteaux. 7 yeas APPROVED

9.IX. Vote to Accept Grant Award of STEMcredible Kits To All Grade 3 Students In Lowell Public Schools from Thermo Fisher Scientific.

Mr. Hoey made a motion to accept the grant award of STEMcredible Kits to all Grade 3 students in the Lowell Public Schools from Thermo Fisher Scientific; seconded by Mr. Nutter. 7 yeas APPROVED



9.X. Budget Transfer Year End

Billie Jo Turner Assistant Superintendent of Finance & Operations informed the Committee that due to timeline requirements in closing out the fiscal year, and the fact that this is the last School Committee meeting, she requested the Committee's approval to make year-end budget adjustments across Department of Elementary and Secondary Education (DESE) function codes as needed.

Ms. Martin made a motion to approve making the year end budget adjustments across Department of Elementary and Secondary Education (DESE) function codes as needed; seconded by Mr. Hoey. 7 yeas APPROVED

10. CONVENTION/CONFERENCE REQUESTS

10.I. Trip- Greenwich, CT

Permission for Melissa Newell, Coordinator of Language Arts & Literacy K-12, to attend Scholastic Reading Summit on July 18th in Greenwich, CT. The total cost for the workshop is free. Title 1 will reimburse up to \$600 to cover the total cost for the hotel, meals and mileage.

Mr. Hoey made a motion to take and approve all three (3) convention/conference requests together; seconded by Mr. Descoteaux. 7 yeas APPROVED

10.II. Trip- Parma, Michigan

Permission for Melissa Newell, Coordinator of Language Arts & Literacy K-12, to attend nErD Camp in Parma, Michigan on July 8th and 9th. The total cost for the workshop is free. Title 1 will reimburse up to \$900 to cover the total cost for the air, hotel, meals and car accommodations.

Mr. Hoey made a motion to take and approve all three (3) convention/conference requests together; seconded by Mr. Descoteaux. 7 yeas APPROVED

10.III. Trip - LHS Chicago, IL

Permission for Jill Taylor, NFTE Entrepreneurial Educator and Business Educator Wayne Taylor to attend the second annual NFTE Teacher Summit in Chicago, IL on July 12-18, 2019. The event cost for the 5 day summit is being covered through funding from the Network for Teaching Entrepreneurship; The total cost of \$1,200 is covered by the Perkins Grant. There is no cost to the Lowell School Department.

Mr. Hoey made a motion to take and approve all three (3) convention/conference requests together; seconded by Mr. Descoteaux. 7 yeas APPROVED



11. COMMUNICATIONS

11.I. A Thank You Card from the Family of John O'Brien for the Moment of Silence

Mr. Hoey made motion to accept the communication and to place it on file; seconded by Mr. Nutter. 7 yeas APPROVED

12. PROFESSIONAL PERSONNEL

12.I. UTL-Keene -The Members of the United Teachers of Lowell Hereby Donate twenty five [25] Sick Leave Days to Maureen Keene, STEM Academy School Paraprofessional.

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

12.II. UTL-Reyes - The Members of the United Teachers of Lowell hereby donate twelve [12] sick leave days to Kristin Reyes, Daley School teacher.

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

Mr. Descoteaux made a motion to change the School Committee meeting from August 14, 2019 to August 21, 2019; seconded by Ms. Doherty. 7 yeas APPROVED

13. EXECUTIVE SESSION

13.I. UTL Collective Bargaining Proposals

Mr. Nutter made a motion to recess at 8:56 p.m. and to enter into Executive Session, for the purpose of discussing UTL Collective Bargaining Proposals, of which open discussion may detrimentally affect the School Committee's position and to adjourn from Executive Session; seconded by Mr. Descoteaux. 7 yeas APPROVED



14. ADJOURNMENT

Mr. Nutter made a motion to recess at 8:56 p.m.; seconded by Mr. Descoteaux. 7 yeas APPROVED

Respectfully submitted,

**Jeannine M. Durkin, Superintendent and
Secretary to the Lowell School Committee**

JMD/mes