

**REGULAR SCHOOL COMMITTEE MEETING OF
THE LOWELL SCHOOL COMMITTEE MEETING**

January 18, 2012

The Regular Meeting of the Lowell School Committee took place in the Council Chambers, City Hall, at 7:00 p.m., on the above-mentioned date.

ROLL CALL

On roll call at 7: 08 p.m., all members were present, namely: Mr. Gignac, Mr. Leary, Ms. Martin, Mayor/Chairman Murphy, Ms. Ross-Sitcawich, Ms. Scott and Mr. Conway.

SPECIAL ORDER OF BUSINESS:

1. C.E.L.T. Technology Review Presentation

A lengthy presentation was delivered to the School Committee and the administration from Laurie Keating and Cynthia Dunlap from the Center for Educational Leadership and Technology (CELT). The presentation was comprised of commendations, findings and recommendations regarding the following:

- Introduction to Vision
- Curriculum and Assessment
- Teaching and Learning Technologies
- Learning Environments and School Facilities
- IT Organizational Development and Staffing
- Staff Development and Human Resource Mangement
- Standards, Procurement, Maintenance, and Asset Management
- Policies, Procedures, Security, and Safety
- School and Program Level Planning
- Decision Support and Accountability
- Communications and Network Infrastructure
- Community/Home Access and Participation
- IT Monitoring, Evaluation Programs, and Implementation Management
- Budget, Funding, and Total Cost of Ownership

Mr. Leary made a motion to accept the report as a report of progress; seconded by Ms. Ross-Sitcawich. ACCEPTED

MINUTES:

1. Minutes of the School Committee Inauguration of Tuesday, January 3, 2012
2. Regularly Scheduled Minutes of the Meeting of Wednesday, January 4, 2012

Mr. Leary made a motion to accept the Minutes of the School Committee Inauguration of Tuesday, January 3, 2012, and the Regularly Scheduled Minutes of the Meeting of Wednesday, January 4, 2012; seconded by Ms. Ross-Sitcawich. Accepted and placed on file.

PERMISSION TO ENTER:

SCHOOLWORKS, LLC \$ 15,500
100 Cummings Center
Beverly, MA 01915

To provide services that will include establishing a document portfolio, a two day site visit and follow-up report as well as planning support required by the Murkland Redesign Grant.

Funding provided by the Murkland School Redesign Grant

A.S.A.P. FIRE & SAFETY CORPORATION, INC. \$ 6,937
90 Progress Avenue Unit #3
Tyngsboro, MA 01879

To amend the existing contract to provide additional service, maintenance, and replacement to over 500 fire extinguishers and hose cabinet services in thirty (30) locations.

Funding provided by the School Department Budget - Operations and Maintenance Budget

EVERGREEN CENTER, INC. \$ 72,821
345 Fortune Boulevard
Milford, MA 01757

To amend the existing contract to provide for the additional out-of-district tuition costs for one (1) student plus one (1) additional student enrolled and receiving services as outlined in their special education IEP.

Funding provided by the School Department – Special Education Tuition Account

Mr. Leary made a motion to accept the recommendation of the Superintendent to approve the Permission to Enter and to enter into contracts; seconded by Mr. Gignac. 7 years
APPROVED

MEMORIALS: (Committee as a Whole)

1. Helen Mellonakos, mother of Lowell High School teacher John Mellonakos.
2. Joseph D. McLaughlin, Jr., father of Lowell High School nurse Mary McLaughlin.
3. Brent J. Nelson, brother of retired Lowell High School Athletic Director Walter Nelson.
4. Catherine R. [Meehan] Murphy, retired Bartlett School Paraprofessional.
5. Esther T. (Awen) Herrman, wife of the late Dr. Ernest Herrman who served on the Lowell School Committee and was a Special Education Director and retired Daley Middle School teacher.
6. Evangeline Laganas, retired Substitute teacher and mother-in-law of Karen Laganas, Teacher Academy clerk.
7. Armand P. Mercier, Former Mayor and longtime City Councilor.

UNFINISHED BUSINESS:

1. Establishment of the Lowell School Committee Subcommittees 2012-2013

Mr. Leary made a motion to approve the Establishment of the Lowell School Committee Subcommittees 2012-2013; seconded by Mr. Conway. 7 yeas APPROVED

2. Lowell School Committee Subcommittee Assignments for 2012-2013

Ms. Martin made a motion to approve the Lowell School Committee Subcommittee Assignments for 2012-2013; seconded by Ms. Scott. 7 yeas APPROVED

MOTIONS:

1. **[by David Conway and Robert Gignac]: To ask the Superintendent to identify an individual or individuals to complete a comprehensive audit within Lowell High School regarding the status and condition of all repairs and replacement of facility and systems that are currently needed. Upon Completion of this audit, the Superintendent will set up a joint meeting with members of the School Committee and the City Manager to develop and implement a plan that will address the needed repairs and updates. APPROVED**

MOTIONS: [Continued]

2. **[by Kim Scott]: For the Superintendent to provide a timeline for the implementation of an online packet and also to provide the date we can expect to begin providing the paperless format; seconded by Mr. Gignac. APPROVED**
3. **[by Connie Martin]: Requesting that the Committee vote to establish a regularly scheduled monthly meeting of the Curriculum and Instruction Subcommittee on the 2nd Thursday of each month at 7pm at the Rogers School Administration Building; seconded by Mr. Leary. APPROVED**

REPORTS OF THE SUPERINTENDENT:

1. Update on the Educator Evaluation Tool

Superintendent Franco informed the committee that on June 28, 2011, the Board of Elementary and Secondary Education adopted new Regulations on Evaluation of Educators. The regulations, which apply to both administrators and teachers through the state, are designed to:

- Promote growth and development amongst leaders and teachers,
- Place student learning at the center, using multiple measures of student learning, growth, and achievement.
- Recognize excellence in teaching and leading,
- Set a high bar for professional teaching status, and
- Shorten timelines for improvement

Superintendent Franco also recommended that a Personnel Subcommittee meeting should take place to discuss the newly adopted regulations on Evaluation of Educators.

Ms. Martin made a motion to accept the report as a report of progress; seconded by Ms. Scott. ACCEPTED

Ms. Martin made a motion to accept the recommendation of the Superintendent to schedule a Personnel Subcommittee Meeting in the next couple of weeks; seconded by Ms. Ross-Sitcawich. APPROVED

2. Unified School Improvement Plan [USIP] Template and Progress

Superintendent Franco spoke briefly about the Unified School Improvement Plan [USIP] Template and Progress report that she received from M. Claire Abrams, Assistant Superintendent of Curriculum, Instruction & Assessment. The report addressed the Unified School Improvement Plan Process for the 2011-2012 school year. Included in the report is

REPORTS OF THE SUPERINTENDENT: [Continued]

a timeline indicating the action steps taken and those pending, as well as the School Improvement Plan Template and Leadership agenda topics.

Ms. Scott made a motion to accept the report as a report of progress; seconded by Ms. Ross-Sitcawich. ACCEPTED

3. Permission to Contract Services

Superintendent Franco spoke briefly regarding a request granting permission that she received from Ann C. Murphy, Assistant Superintendent for Student Support Services to contract for intermittent independent professional services to fill temporary positions within the special education department. Superintendent Franco informed the committee that since the beginning of the school year, the special education department has had an unfilled psychologist position. Also, by the end of January, 2012, there will be an additional three psychologists out on medical leave from four weeks through the end of the year. This leaves the special education department short up to four psychologists at various times through the end of the school year. The anticipated hourly rate for these services will be \$50.00 - \$80.00 per hour.

Mr. Leary made a motion to approve the Permission to Contract Services; seconded by Ms. Martin. 7 yeas APPROVED

4. Celebrate the Power of Partnerships: Middlesex Community College/Lowell High School Dual-Enrollment program

Superintendent Franco spoke briefly about the report that she received from Wendy Jack, Director of Curriculum & Instruction at Lowell High School, regarding the Middlesex Community College Dual-Enrollment program that is offered at Lowell High School. The report also invited the members of the Lowell School Committee as well as central office administrative staff to attend a congratulatory ceremony on February 7, 2012 at 1:00 p.m. The ceremony will congratulate 96 students that have completed college-level courses through the Middlesex Community College Dual-Enrollment program offered at Lowell High School.

Ms. Martin made a motion to accept the report as a report of progress; seconded by Mr. Leary. ACCEPTED

CONVENTION/CONFERENCE REQUESTS:

1. Overnight Student Athletic Request: LHS Cheerleading Team, along with Coach John Beaton and 5 chaperones, to travel to North Hampton, South Hadley and Ludlow, Massachusetts on Friday, February 10 through Sunday, February 12th, 2012 in order to participate in two *MSSAA Cheerleading Tournaments*. The LHS Athletic budget will fund the entry fees of \$170. All other costs will be paid by the Friends of Lowell High School or through fundraising and donations. No school will be missed. No substitute teachers are needed.

Mr. Leary made a motion to accept the recommendation to approve the convention/conference request; seconded by Mr. Gignac. 7 yeas APPROVED

COMMUNICATIONS:

1. INFORMATIONAL: Lowell Telecommunication [Channel 10] Broadcast of School Committee Meetings: Live on the 1st and 3rd Wednesday of the Month; Thursdays @ 9PM; Sundays @ 2PM; Tuesdays @ 10AM.

ADJOURNMENT –

Ms. Martin moved to adjourn; seconded by Mr. Conway.
This meeting adjourned at 8:22 p.m.

Respectfully submitted,

Jean M. Franco, Superintendent and
Secretary to the Lowell School Committee

JMF/mes

Enclosures