

## REGULAR SCHOOL COMMITTEE MEETING OF THE LOWELL SCHOOL COMMITTEE MEETING

October 20, 2010

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

### ROLL CALL

On roll call at 7:01 pm, John J. Leahy was absent. All other members were present, namely: , James D. Leary, Connie A. Martin, Mayor/Chairman James L. Milinazzo, David J. Conway, Jacqueline A. Doherty and Alison P. B. Laraba. Six present; one absent

### SPECIAL ORDER of BUSINESS

#### 1. **Spotlight on Excellence:** Summer Reading and Mathematics Program

Mayor Milinazzo on behalf of the Lowell School Committee and himself welcomed the principals, teachers, parents, and especially the children, to their City Hall. He stated that this was what it was all about, *“Looking at the kids, looking at the excitement in their faces, just to be here tonight and be recognized for the good work they did with your help over the summer, specifically, in reading and mathematics.”*

He turned the floor over to Dr. Chris A. Scott, Superintendent and Deputy Superintendent Jean Franco to get the **Spotlight on Excellence** underway.

Dr. Scott also congratulated and welcomed all the students, parents, teachers, and everyone else associated with the summer reading and mathematics program. She turned the microphone over to Deputy Superintendent Jean Franco.

Deputy Superintendent stated that this evening was to celebrate our partnerships with parents, the first teachers of our children, how we pass the responsibility, and go forward with instilling reading and mathematics at home. *“This evening we are honoring your children, and we thank all of you for the work you do every day to make sure education is the number one priority in your homes. Thank you so much.”*

This is the fourth year of the Grades K-8 Summer Reading Program and Summer Mathematics Program. Every year we have more and more participation. She personally thanked her Executive Secretary Joanne Cuipa for making Certificates of Achievement for hundreds of children on Cardstop and making the invitations to the children. *“We take this seriously, because we all know we work for you and all of your children. This is our favorite evening. Thank you all for being here. I would also like to thank the School Committee who has supported this over the past four years.”* She began with naming each

child who received a certificate for reading and mathematics coming forward from each individual school. Mayor Milinazzo and Superintendent Scott shook the hand of each child individually echoing their congratulations.

**For the record:**

The Lowell Public School Department values the contributions of its partners in the education of our children. This summer many of our partners - parents, guardians and caretakers of students in Grades K-8 were invited to support young learners in extending and enriching their literacy and mathematics skills by encouraging daily summer reading and study of mathematics. Our students were challenged, not only to read each day and solve mathematical problems, but to also maintain a log in order to present to their teachers at the beginning of the year. All participating students received a certificate.

Furthermore, all participating students were entered into a drawing. Those selected from the drawing represent their schools tonight at the October 20, 2010 Lowell School Committee Meeting. In addition, each of these student representatives will receive a \$25.00 gift certificate from Barnes & Noble at the meeting.

A thank you is given to all parents, community partners, and staff that supported this effort. A thank you also is given to the Lowell School Committee for its enthusiastic support of this initiative.

Most especially, however, congratulations are given to all students who took advantage of this opportunity to enrich their lives through reading and mathematics. Certainly the stories read and lessons learned through engaging literature and mathematics added enormously to their summer experience.

Deputy Superintendent Jean Franco recognized and named the following schools and students who were the lucky drawing winners in Reading:

**Bailey School:** Sarah Ames, Yashvi Patel, Christina Prum  
**Bartlett School:** Tru Phoun-Keo, Reybekah Plaisir, Elmer Martinez  
**Butler School:** Jane Le, Channou Aing, Victoria Phan  
**Daley School:** Finn Crueger- Cain, Richney Chin-Chap, Andy Nguyen  
**Freshman Academy:** Cleverish Boggle, Daniel Ernst, Pierce Peace, Sieng Heng, Ankit Patel  
**Greenhalge School:** Emmanuel Onyeneho, Scott Sabotka, Karina Moreira  
**Lincoln School:** Pandora Benedito, Savanah Kim, Long Dang  
**McAuliffe School:** Cassie McKiel, Alisha Despres, Renato Mello  
**McAvenue School:** Amanda Donovan, Melchizedek Robinson, Injal Patel  
**Moody School:** Steve Tavares, Yvonne Welsh, Jacob Moore  
**Morey School:** Kristina Sitcawich, Johnny Lang, and Anthony Sak  
**Murkland School:** Somenea Phorn, Scarlett Phoeurk, Shikira Phoeurk  
**Pawtucketville School:** Jenna Lowell, Alison Forchoh, Max Halloran  
**Pyne/Arts School:** Tyler Chaires, Lucas DeMoraes, and Luisa Trevisani  
**Reilly School:** Lea Mitchell, Juan Pineda, Katherine Aristizabal  
**Robinson School:** Joslyn Rios, Eva Chege, Kevin Cardenas, Adrian Opio

**Shaughnessy School:** Kayla Rebelo, Jordan Pereira, Jordan Ventura  
**Stoklosa School:** Somorntepy Vet, Shyan Yen, Hongheng Sao  
**Sullivan School:** Leilani Rivera, Maria Phan, Jonathan Turcotte  
**Wang School:** Cameron Pereira, Venessa Thach, Cheyanne Green  
**Washington School:** Rowan Galloni, Sarah Wagner, Kerron MacDonald

Deputy Superintendent Jean Franco recognized and named the following schools and students who were the lucky drawing winners in Mathematics:

**Bailey School:** Madison Morneau, Kanitha Ork, Nathan Gere  
**Bartlett School:** Katie Nguyen, Jessica Conway, Justine Nutt  
**Butler School:** Nathaniel Rodriguez, Chyanne Keo, Evelyn Doby  
**Daley School:** Jenny Dinh, David Gregory, Jacinta Utabor  
**Greenhalge School:** Jack Cronin, Yazmin Cardenas, George Kamara  
**Lincoln School:** Michelle Kim, Uyen Ha, Choumnemol Seng, Alisa Crueger-Cain  
**McAuliffe School:** Jasmine Del Llano, Makayla Guerrero, Tyler Middlemiss  
**McAvinnue School:** Amanda Donovan, Isabel Gervais, Melchizedek Robinson  
**Moody School:** Evelyn Sourn  
**Morey School:** John Bodwell, Sandy Pea, Mose Cook  
**Murkland School:** Govly Tain, Ethan Roman  
**Pawtucketville School:** Arlene Tetteh-Lartey, Jason Bourret, Rashad Herring  
**Pyne/Arts School:** Shane Walsh, Olga Cruz, and Cristina Mol  
**Reilly School:** Virginia Nguyen, Jake Vieira, Olivia Machado  
**Robinson School:** Cody Toppi, Kanoma Yaa, Jessica In  
**Shaughnessy School:** Andrew DeRosa, Loghan Gilbert, Aimen Boumedian  
**Stoklosa School:** Gechmy Chhim  
**Sullivan School:** Xenii Dovelentis, Shane Duarte, Tricia Macaisip  
**Wang School:** Vasilki Polyzos, Shivam Patel, Stephen Cassella  
**Washington School:** Erin McCabe, Tim McCabe, Alex McLaughlin

Mayor Milinazzo congratulated all the teachers, parents, and especially the students for working over the summer to enrich their education.

## MINUTES

### 1. Regular School Committee Meeting Minutes of September 15, 2010

Ms. Laraba requested the following changes:

Page 1:

Change the second bullet to read: *across our curriculum*

Page 2:

Change the second bullet stating a consistent gap to: *the achievement gap*

Page 3, fourth paragraph from the bottom which states:

presentations acknowledge to: *presentation acknowledges*

Page 6, two corrections:

3<sup>rd</sup> paragraph from the top, change the word stimulus to: *district*

4<sup>th</sup> paragraph from the bottom, change the word generated to: *given*

Page 8:

Permission to enter contracts were not listed. They need to be inserted.

Page 11:

Last paragraph, 1<sup>st</sup> line, change the word leaving to: *living*

Page 12:

Last paragraph, 1<sup>st</sup> line, between the words best of, add the word: *way*

Page 15 2<sup>nd</sup> paragraph from the bottom, last sentence:

Insert between wants explanation, the word: *an*

Insert between dollars that, the word: *and*

Page 16 3<sup>rd</sup> paragraph from the bottom:

3<sup>rd</sup> to the last sentence, insert between can *Race*, the word *use*

2<sup>nd</sup> to last sentence, Insert between *Top* in, the word: *funds*

Page 17

Last paragraph, 3<sup>rd</sup> line from the bottom, change the word take to: *taking*

**For the record**, Ms. Laraba stated that she believed Jodi Ahern stated: *"I just think that we are not important any longer."* Checking shorthand notes taken from that meeting, it was Jill Parker who made that statement.

Ms. Doherty stated that she wanted the following changes:

Page 6

5<sup>th</sup> paragraph from the top, 5<sup>th</sup> sentence down, She thought the sentence that read

They did find cluster of students who scored high on the MCAS but received low grades on their report cards. She stated that she thought the Superintendent stated:

*"They did find clusters of students who scored 'low' on the MCAS but received 'high' grades on their report cards.*

**For the record**, according to the shorthand notes recorded at the meeting what was originally written was correct.

Dr. Chris A. Scott, Superintendent, stated that they have found both factors to be true.

Page 16

15 lines from the page bottom, removed the words be generalized, to: “*come*”

Ms. Laraba moved:

To approve the regular School Committee meeting minutes of September 15, 2010 **as amended**; seconded by Ms. Doherty. Minutes **as amended** APPROVED

2. Regular School Committee Meeting Minutes of October 6, 2010

Ms. Laraba requested the following changes:

Page 3

Change the word recommended in the last sentence to: *recommending*

Page 4

2<sup>nd</sup> paragraph, 2<sup>nd</sup> sentence, change the word recommended to: *recommending*

Page 7

1<sup>st</sup> sentence at the top of the page, change the word breading to: *breaking*

Page 21

2<sup>nd</sup> paragraph from the bottom, 3<sup>rd</sup> sentence, change the word were to: *went*

Mr. Conway moved:

To approve the regular School Committee meeting of October 6, 2010 minutes **as amended**; seconded by Mr. Leary. Minutes **as amended** APPROVED

**PERMISSION TO ENTER**

Dr. Chris A. Scott, Superintendent, presented and recommended the following contracts for School Committee approval:

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LOWELL TRANSITIONAL LIVING CENTER, INC.	\$	9,000
205 Middlesex Street		
Lowell, MA 01852		

To provide recruitment, counseling and coordination for fifteen (15) homeless students to attend Adult Basic Education GED preparation classes.

Funding provided by the Adult Basic Education Grant (ABE)

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CAMBODIAN MUTUAL ASSISTANCE ASSOCIATION \$ 9,000

OF GREATER LOWELL

120 Cross Street

Lowell, MA 01854

To provide the Lowell Adult Education Center with an on-site program for forty (40) foreign-speaking adults.

Funding provided by the Adult Basic Education Grant (ABE)

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DONALD SULLIVAN AND BRUCE SULLIVAN \$ 18,750

Doing business as A.V. Lab

6 Arbor Road

North Chelmsford, MA 01863

To provide on-site repair and service to a wide range of audio and visual equipment throughout the district.

Funding provided by the School Department Local Budget - Contracted Services

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PASEK Corp. \$ 20,900

9 West Third Street

South Boston, MA 02127

To provide for the repair and service of security cameras at Lowell High School.

Funding provided by the School Department Local Budget - Contracted Services

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Ms. Laraba moved:

To accept the recommendation of the Superintendent to approve all four contracts for permission to enter; seconded by Mr. Leary. Unanimously approved on roll call by all members present. Six yeas; one absent. APPROVED

**MEMORIALS** - The Committee as a Whole stood for a 'Moment of Silence' in memory of the following:

1. Mary Martore, Aunt of Committee Member Jackie Doherty.
2. Florence Moran, mother of retired Robinson School teacher Eileen Earle and mother-in-law of retired Lowell High School teacher and United Teachers of Lowell Staff Representative Michael Earle.
3. Robert Desmond, husband of Gail Desmond, PyneArts School teacher, father of Morey School Assistant Principal Robin Desmond, and father-in-law of Christopher Radzik, Lowell High School teacher.

## MOTIONS

Mayor Milinazzo stated that in the absence of John J. Leahy, Mr. Leary has agreed to step up in regards to this motion.

1. (by John J. Leahy) – To request the Superintendent inform the Committee as to why seat belts are not required on school busses. For example, what is the state law requirement and should we have a discussion on Lowell school buses; seconded by Ms. Martin. APPROVED

Mr. Leary stated that it was John and Joanie's wedding anniversary today. That was the reason for Mr. Leahy's absence. "*Happy Anniversary!*"

Mr. Leary stated that this was a motion Mr. Leahy discussed with his constituents, what was the rationale? Was it a safety issue, a cost issue, or both? He thought it would be great to ask John Descoteaux, Family Resource Center Coordinator, and the person in charge of the school buses those questions. He was in full support of the motion.

2. (by David J. Conway) – Because of new leadership in some of our schools, to ask the Superintendent to distribute the updated policy to all our building principals, regarding the School Committee's rights and obligations to visit our schools; seconded by Mr. Leary.

In discussion, Mr. Conway stated that many times on the Committee floor we have discussed financial problems. We are looking at difficult financial problems ahead. He felt it was incumbent that Committee members receive as much information as possible so they can make informed decisions. They are decisions every one of us here don't want to make.

They obviously adversely affect our students. Very often staff members will ask Committee members to come into a school to see what they are doing. The reason they ask is because they are very proud of:

- what they are doing,
- their programs,
- their classrooms, and
- their school.

He knows no one on this Committee would go into a school to micro-manage, but to look at programs to see if it is possible to:

- eliminate a program, or
- join programs.

These are not easy decisions, but he thinks it is important to look at these things. As a former student, teacher, and administrator, he knows that Committee members are all welcomed in the Lowell Public Schools. He wants and knows this tradition will continue. We do have a change of personnel. He wants to make sure the personnel understands:

- the climate,
- the goals, and
- the objectives.

He thinks his motion is simple and straight forward. It is simply a matter of sending a statement out to the leadership in all the schools stating:

- the rights,
- the obligations

of the Lowell School Committee.

*“We are the overseers. We have to go in and take a look at the schools, and we have to take a look at the programs”* Again he reiterated that it was not to micro-manage, but to take a look at what is happening. The personnel changes so often, he wanted to make sure that Committee members were welcome in the schools.

Ms. Laraba stated that she definitely understood the thought behind the maker of the motion. As the new kid on the block, looking at the motion gives her a chance to discuss the School Committee’s role in the schools in a broader sense. She wanted to refer Mr. Conway’s motion to the Personnel Subcommittee so we can discuss our role not only in visiting, but how we report that information out,. How do we take the information we gather in our visits and put it to good use? The Committee should be mindful of that and, also, just to have a discussion

She agrees with Mr. Conway. She has had numerous principals tell her that she is welcome to come at any time. She appreciates the fact that they have made this invitation. She is also cognizant of the fact that we have schools that are understaffed and very busy. She wanted a broader conversation. The questions are:

- When do we go into these schools?
- What is it that we are looking for?
- What can we talk about?
- What can't we talk about?

Ms. Laraba moved for a **Substitute Motion**:

To refer Mr. Conway's motion to the Personnel Subcommittee; seconded by Ms. Doherty. On roll call the votes were: Mr. Leahy, absent; Mr. Leary, no; Ms. Martin, no; Mayor Milinazzo, no; Mr. Conway, no; Ms. Doherty, yes and Ms. Laraba, yes. Two yeas, four nays and one absent. **Substitute Motion DEFEATED**

**For clarification**, Mr. Conway's original motion reads as follows:

Because of new leadership in some of our schools, to ask the Superintendent to distribute the updated policy to all our building principals, regarding the School Committee's rights and obligations to visit our schools; seconded by Mr. Leary. APPROVED

## **SUBCOMMITTEES**

1. Athletics Subcommittee - Report and Approval of the Minutes of the Meeting of Tuesday, October 19, 2010, by David J. Conway, Chair

Mr. Conway stated that the main topics for discussion were:  
*Athletic Department* and *Athletic Department Expenditures*

### *Job Descriptions*

Mr. Conway stated that three motions were brought forth to be presented to the Committee as a Whole. He requested that the first motion be put on the Committee floor.

Mr. Leary moved:

As recommended by the Superintendent and the Athletic Subcommittee that the Committee as a Whole proceed to obtain a procedure to obtain the athletic expenditures broken down by each individual sport for the past two years as a baseline to provide an understanding of overall athletic expenditures; seconded by Ms. Laraba.

In discussion, Mr. Leary stated that at one point in the Athletic Subcommittee meeting discussions, MUNIS data was brought up. He wanted clarification on that.

Dr. Chris A. Scott, Superintendent, stated that a meeting was to be set up with Roger (Jay) Lang IV, Assistant Superintendent of Finance and Operations; Edward Rozmiarek, Headmaster of Lowell High School, and Jim DeProfio, Athletic Director for Lowell, to talk about how we could generate athletic reports out of MUNIS for the Athletic Department. That meeting was scheduled for Tuesday, October 26<sup>th</sup>, at 10:15 am. . . .

Jean Franco, Deputy Superintendent,, stated as the recording secretary at the Athletic Subcommittee meeting, their second motion goes into more detail of contacting Assistant Superintendent Lang and setting up the system. *“That was how it occurred, and I parrot the action.”*

Ms. Martin stated that the *General Supplies* report they discussed (at the Athletic Subcommittee meeting), 2008-2009; 2009-1010 was broken down by sport and then amount. The premise is, *“We don’t know what these numbers mean.”*

Mr. Conway stated that the expenditures were general numbers whatever the sport was. He felt that Ms. Doherty (with her original motion regarding a breakdown of cost for all athletic sports) wanted something more explicit, more detailed as to how that money was spent (equipment or something else). His understanding was that the information would be difficult to acquire with the system that they have. It was an antiquated system, but the best they are working with at the present time. If we bring in MUNIS, we can become more effective in bringing that information forward, specific information that they might be looking for from each particular sport. .

Ms. Martin stated that more specific information would be helpful. Her concern was if we have a list of numbers and there is no way to back up those numbers. In her mind if you state that the Girls Soccer Team spent \$475.30 (for example) on equipment, you need another system for the real information. That is what they are up against. MUNIS has been called everything in the book for the past 15 years. It is unconceivable to her that they cannot obtain a spreadsheet to actually keep track of how many soccer balls \$475.30 buys.

Mr. Leary stated that his understanding was that the information was there. It just wasn’t in any system right now. The Purchasing and Auditing Departments have that information on invoices for soccer ball purchases. For some reason, that information is not on the spreadsheet. *“They do have the information, it is just not in the updated 2010 format.”*

Ms. Doherty stated that the first motion (by the Athletic Subcommittee) that has everyone confused was for past history of athletic expenditures. The second motion was for line items that included expenses, revenues. In the report the Committee received, we didn’t receive coaches’ salaries. We didn’t get referees by sports. During the discussion (at Athletic Subcommittee meeting), it came out that the system that the high school has been using is based on going through receipts. We are talking about \$700,000 just in sports; not physical education. That is another line item. *“We need to have a good handle on how that money is being spent.”* The Superintendent brought up the idea of getting the high school system more in line to what the Central Office is using so the information would be put into the computer once. We could account for every penny that is coming in and going out. The free helmets the football team has received for two years in a row would also be accounted for. *“My goal is to have a clear picture of what is being spent on each sport so we can look at savings.”* The second motion (of the Athletic subcommittee) was for going forward to meet our needs. She believes the information is there, but it is not in a format that is easily

accessible. *“That information is critical to the decisions we have to make in a couple of months.”*

Mr. Conway stated that he was actually focusing on whether the same amounts were spent equally on boys’ and girls’ sports. He is not an accountant, but he understands the need of pushing a computer button and having that information. He wanted to know if MUNIS could obtain that type of information.

Roger (Jay) Lang IV, Assistant Superintendent of Finance and Operations, stated that he would be at the meeting Tuesday with the Superintendent, the Headmaster and the Athletic Director. To give the Committee some sense, in the general line item budget that the Committee appropriates for athletics, we have one line item for athletic supplies. That is in MUNIS, and we track it. If you happen to spend say \$100,000.00 in a particular year, he can very easily run a report that shows \$100,000.00. He can click on another screen that shows him what comprises that hundred thousand dollars. You have purchases, payroll, and what not. What he doesn’t have (and if the Committee is looking for that detail, he would have to refer back to the Athletic Department), is a purchase order of \$960.50 for soccer-related expenses. He doesn’t track how much was for girls’ soccer balls, boys’ soccer balls, and things of that sort. He would only see on our side a purchase order for that amount. He thinks the athletic staff is probably taking that total purchase order (for girls’ boys’ soccer balls) if it was a group purchase, and splitting it down the middle to come up with the exact total amount. *“It would not be feasible within MUNIS to come up with that individual line item for each individual sport and actually track a budget to it. As a district, we track it on a global level.”* If the Committee wants that information per sport, we would have to work with the high school and, actually, from his end, track the one hundred thousand and the individual purchase orders in Payroll. *“I can’t tell you what that purchase order to a particular company went for. I would have to pull an invoice to find what was purchased and what not.”* He meets with the Headmaster and Athletic Director next week (Tuesday, October 26) regarding what the Committee is looking for, it certainly will not be managed with MUNIS. They can’t do that kind of detail within the MUNIS computer system. It could be tracked in Microsoft Excel or something like that. Each individual department would track that purchase order. *“I want to assure you that the funds are properly being accounted for.”* The level of detail you are looking for, they probably just don’t have set up currently. They will have to go back two years and pull each individual invoice to get specific detail. It might be service to just run particular reports for the time being. Again, it will be line items within the budget. The Committee can then decide what they want from there.

Ms. Martin stated that if we are looking at a report that states football, MUNIS is not capable of doing that, which is absolutely appropriate. *“Could there be a procedure at Lowell High School that when someone wants to order something, they actually have to fill out a purchase order that is perhaps signed by a department head who is then responsible for tracking that expense?”* She wanted to know if that procedure does exist within the whole purchase order system.”

Roger (Jay) Lang IV, Assistant Superintendent of Finance and Operations, responded in the affirmative. They could do that within their own spreadsheets or what have you. That is the information he receives out of MUNIS. He is just saying that within that purchase order that is sent to a particular vendor, he, personally, cannot tell the Committee whether it was for soccer, basketball, or what have you. He doesn't track it to that detail.

Mr. Conway stated that he was sure the four people working on this (Superintendent, Assistant Superintendent, Headmaster and Director of Athletics) would come up with a solution.

Ms. Laraba stated that she was sure within our budget cycle we need as much information as possible. She thought they could get a lot of data. She wasn't sure all the time that they should. She wasn't sure why they would need to know specifically how many soccer balls or hockey pucks were meant for this group. *"At some point we have to allow the Superintendent to work with the Finance Director, the Headmaster, and the Athletic Director to say this is what we have and give them the budget they need to work with."* It was their job to make sure things were done in an equitable fashion. She felt that they were running down the risk of drilling down too much. She wanted to caution the group that the information is obtainable, but is it the information they actually need.

Ms. Martin stated that she appreciated the caution of her colleague. She wasn't looking for that level of intense detail. She could care less on how many hockey pucks were bought. What troubles her is when they get a report that has numbers attached to it, but we're told we can't really tell you what it means unless we develop another report from MUNIS to tell us what it means. She finds that troubling. She finds it troubling when a motion asks for two things:

- Income
- Expenses

These are not foreign terms. We get nothing on income as if it is somehow not important. Expense is given us a report that then has no backup. She doesn't mean physical backup, staff backing up. The staff doesn't even feel they can back up the numbers they gave us. They are telling us they need to run some kind of report to do this. *"I will do my best to be cautious. I will do my best to try and aim for details. I will do my best to do that, but I would appreciate it if we could all do our best to try and take the motions as they are presented and report back with the kind of salient, targeted information that will help us make good decisions."*

Mayor Milinazzo stated that this needed to be wrapped up.

Mr. Conway stated that he wanted to clarify something. The expenditures on specific sports was given by the Athletic Director. It wasn't that he could not break that number down to specifics; they can. He said that he would. We were talking that the process is antiquated the way it is. We were trying to figure out a way to enhance that process and make it quicker and more efficient. That is when this MUNIS came up as a possibility of

helping things become more effective. That is when we decided to put this group of four (Superintendent, Deputy Superintendent for Finance and Operations; Headmaster and the Director of Athletics) together. We wanted to make MUNIS as effective as possible. The Headmaster and the Director of Athletics can come up with those numbers behind the specifics. “*We have got to streamline them.*”

Mayor Milinazzo called for a roll call voted on the first motion submitted by the Athletic Subcommittee.

**For clarification**, the motion by Mr. Leary reads as follows:

As recommended by the Superintendent and the Athletic Subcommittee that the Committee as a Whole proceed to obtain a procedure to obtain the athletic expenditures broken down by each individual sport for the past two years as a baseline to provide an understanding of overall athletic expenditures; seconded by Ms. Laraba. Unanimously approved on roll call by all members present. Six years; one absent APPROVED

Ms. Doherty moved:

To accept the recommendation of the Superintendent and the Athletic Subcommittee and that the Committee as a Whole approve Roger (Jay) Lang IV, Assistant Superintendent of Finance and Operations to work with Jim DeProfio, Athletic Director for Lowell, to develop appropriate reporting systems for the Athletic Department; seconded by Mr. Leary. APPROVED

Mr. Conway stated that the last topic for discussion was:

*Job Descriptions*

Job Descriptions for coaches were provided. A discussion followed regarding their reliability. The Athletic Director felt that the present *Job Descriptions* were effective. Ms. Doherty stated that she was seeking a more effective evaluation tool. Some of the *Job Descriptions* were created 20 years ago and never updated. There were different *Job Descriptions* for different sports. We talked about a need to create a template that was consistent to all sports. The days that they worked were 180. The new *Job Descriptions* could change to 190 or 200. Ms. Doherty presented a motion, seconded by Mr. Leahy and unanimously approved by all members of the Athletic Subcommittee. This motion was to be submitted to the Committee as a Whole.

Mayor Milinazzo stated that the motions doesn't mention the Personnel Subcommittee. It should be referred to them also.

Mr. Conway agreed **to amend** his motion to refer it to both the Personnel Subcommittee and the Athletic Subcommittee.

Mr. Leary moved:

To accept the recommendation of the Superintendent and the Athletic Subcommittee that the Committee as a Whole ask Headmaster Rozmiarek and Athletic Director DeProfio create a basic template that provides a consistent level of coaching expectations for all coaching job descriptions to be resubmitted **as amended** to the Personnel and Athletics Subcommittees; seconded by Ms. Doherty. Motion **as amended** APPROVED

Mr. Conway further noted that his Athletic Subcommittee meeting lasted one hour. The discussion tonight regarding his Athletic Subcommittee report was longer.

Ms. Doherty moved

To accept the Athletic Subcommittee report as a report of progress and to place on file; seconded by Mr. Leary. APPROVED

2. Lowell High School Subcommittee - Report and Approval of the Minutes of the Meeting of Tuesday, October 19, 2010, by Jacqueline A. Doherty, Chair

Ms. Doherty stated that there was only one topic for discussion:

*Lowell High School Clubs/Activities*

Ms. Doherty stated that \$71,000 was cut during the budget season. Headmaster Rozmiarek provided us with a very comprehensive report. She wanted to publicly thank him and his staff for their effort on that. What Headmaster Rozmiarek did was interview the different club advisors. He discussed with them:

- Student participation
  - What kind of participation
- What kind of activities they had
- Work the clubs did
- How often they met
- Service provided to the students
- Service provided to the high school
- Academic clubs versus social clubs
- All relevant details
- Costs associated with the clubs

The Headmaster made a preference to academics then simply social clubs. Based on that information, Headmaster Rozmiarek came up with a list of recommendations for us. He looked at basic criteria in terms of what clubs should be eliminated to meet the budget shortfall. He looked to see if there was another outlet that provided the same club activity for students to participate in. With that, Headmaster Rozmiarek came up with a list of 18 clubs to be eliminated (ATTACHED TO AND MADE PART OF THESE MINUTES). He recommended 14 clubs be retained (ATTACHED TO AND MADE PART OF THESE MINUTES). Obviously, this was not done lightly by the Headmaster and his staff at Lowell

High School. *“It was something none of us were looking forward to voting on.”* During the course of the meeting, Paul Georges, President of the United Teachers of Lowell (UTL) stepped forward. He had discussed with the club advisors the day before if there was any way they could come together to save our clubs and activities for our students this year. *“I am pleased to say the UTL had a fair proposal. I thought it was a fair proposal. I, personally, felt we dodged a bullet. If we get the support from the whole Committee tonight, we will be able to keep the clubs (all the clubs/activities presently at Lowell High School) for one more year until we figure out our next step.”* The UTL proposal was contingent on us keeping all clubs active this year. The agreement with the teachers, and she wanted to express her appreciation to them for coming forward with this offer. The offer was:

- to reduce their stipend by one third
  - each club advisor would take a one-third cut on their stipend.
- the UTL will offer an additional **\$10,000**

With the stipend savings and the additional money from the United Teachers of Lowell (UTL), our shortfall then goes from \$71,000 to **\$5,348**. The School Committee would have to come up with the **\$5,348** from our budget. There was concern on how we will be able to fill that budget (**\$5,348**), that deficit.

We had an initial motion by Mr. Conway; seconded by Ms. Laraba:

That the Superintendent make a recommendation of the club proposal presented to the Committee as a Whole for their review. It was unanimously approved by the Lowell High School Subcommittee 3-0.

When the Superintendent spoke, she felt confident that they would be able to fund on that deficit. We have savings on Paul Georges' health insurance'. The UTL is now picking up those costs. After that conversation we had a

**Substitute Motion** by Mr. Conway; seconded by Ms. Laraba:

That the Committee as a Whole accept the club proposal presented. Unanimously approved 3-0.

Ms. Doherty wanted that motion presented to the Committee as a Whole tonight. So they can immediately get those clubs started at Lowell High School.

Mr. Leary moved:

To accept the recommendation of the Superintendent and the Lowell High School Subcommittee that the Committee as a Whole approve the Lowell High School Club Proposal as presented; seconded by Ms. Laraba.

Mr. Leary wanted to say, *“Thank you very much to everybody involved. The hard work of the Headmaster, the teachers, and the folks that really came together and compromised.”* It was not perfect for everybody, but it was a good compromise. This was a good way to go forward with the rest of our discussions.

Mr. Conway stated that when the Headmaster came forward with those cuts and proposals, it was obviously very devastating. It was obvious that a tremendous amount of thought was put into it. Everyone knew there was a tremendous amount of pain that would follow those cuts. *“I congratulate Paul Georges for stepping forward. In particular, I want to thank the teachers for helping out. This is extremely important as Ms. Doherty said, ‘It gets us through another year’”* They would take care of next year, next year. *“Thank Heaven those activities were saved for the kids this year.”*

Ms. Laraba moved:

For a **Suspension of the Rules** to allow Edward J. Rozmiarek, Headmaster of Lowell High School, to address the Committee.

Headmaster Rozmiarek stated that another group was the students. The students have been very patient waiting for this outcome. One particular group he’d like to mention. It came to his attention this morning that there was a group who particularly are music and dance students. They had gotten together, signed a petition with over 600 names supporting their group. He spoke to the leader of that group this morning. I told him how proud I was of him for taking this initiative, for stepping up. I’m happy we didn’t have to get to consider a petition on this issue. He felt it was worth pointing out to the Committee not only the level of care of our kids, but to the level of civic responsibility. Other than screaming, yelling, and causing trouble; they brought it to our attention in a very responsible way. *“Again, I would like to thank the parents and the students for their patience, Mr. Georges, the union, and all the teachers for coming to our rescue. Thank you!”*

Mayor Milinazzo thanked Headmaster Rozmiarek and stated that his comments were very well stated.

On Mr. Leary motion, which reads:

To accept the recommendation of the Superintendent and the Lowell High School Subcommittee that the Committee as a Whole approve the Lowell High School Club Proposal as presented; seconded by Ms. Laraba. Unanimously approved on roll call by all members present. Six yeas; one absent APPROVED

Ms. Doherty moved:

To accept the Lowell High School Subcommittee report as a report of progress and to place on file; seconded by Ms. Laraba. APPROVED

## **REPORTS OF THE SUPERINTENDENT**

Dr. Chris A. Scott, Superintendent, presented and recommended approval of the following reports:

1. Home Education - Under Massachusetts General Laws Chapter 76, Section 1, Home Education is constitutionally permissible.

Tina Cordero  
339 Westford Street

Mr. Conway moved:

To accept the recommendation of the Superintendent to approve; seconded by Ms. Laraba. Unanimously approved on roll call by all members present. Six yeas; one absent

APPROVED

### **CONVENTION/CONFERENCE REQUESTS**

The Superintendent presented and recommended approval of the following convention/conference requests:

1. Overnight Student Athletic Event: Richard O'Loughlin, LHS Golf coach and teacher, along with student Chris Gentle to participate in the *MIAA Division 1 Golf State Championship Tournament* at Longmeadow Country Club in Longmeadow, MA on Monday, October 25<sup>th</sup> and Tuesday, October 26, 2010. Cost of substitute teacher for 2 days not to exceed \$100 and to be paid by Individual School Funds. Food, lodging and mileage will be paid for by the Athletic Budget, not to exceed \$500.
2. Committee member Jackie Doherty to attend the *MASC/MASS Joint Conference* from November 3<sup>rd</sup> through November 6<sup>th</sup>, 2010 in Hyannis, Massachusetts. The cost of conference fee, travel and meals to be paid by the MASC. Lodging costs, not to exceed \$400, will be paid by the School Department budget.
3. Overnight Field Trip Request: 40 Lowell High School members of the Spindles and teacher Andre Descoteaux to attend the *Bay State Show Choir Festival* on Friday, November 12<sup>th</sup> and Saturday November 13<sup>th</sup>, 2010 in Easton, MA. The fee and bussing costs are paid for by student activities. Cost of \$ for substitute teacher paid for by LHS Individual School funds.
4. Daley School teachers Aimee Sousa, Ava Tingas and Karen Miranda to attend a conference entitled: *101 Low-Prep, High-Impact Differentiated Intervention Strategies* to be held on Thursday, November 18, 2010 in Manchester, NH. The cost of the conference will not exceed \$620 and the cost, not to exceed \$300 for substitute teachers, will be paid for by the Daley School Professional Development Allocation Funds.
5. Overnight Field Trip Request: LHS AFJROTC staff David Smith, Robert Jacques, Mary Franz-Allan, Peter D'Amico, and/or Kevin Casilli to travel to Marlboro,

- Maryland with approximately 50 members of the AFJROTC Drill Team on Wednesday, March 23 through Saturday, March 26, 2011 to participate in the *Air Force National Drill Competition*. The cost of \$300 for substitute teachers will be paid for by the Smaller Learning Community Grant funds. There is no cost to the school district budget.
6. Overnight Field Trip Request: LHS AFJROTC staff David Smith, Robert Jacques, Peter D'Amico, Kevin Casilli and Mary Franz-Allen, along with approximately 40 students, to travel to *Washington, DC* from Friday, April 15<sup>th</sup> through Tuesday, April, 19<sup>th</sup>, 2011. Students will miss one day of school and the remainder of the trip is scheduled during school vacation week. The cost of \$100 for the substitute teacher will be paid for by the Smaller Learning Community Grant funds.
  7. Overnight Field Trip Request: LHS AFJROTC staff David Smith, Robert Jacques, Peter D'Amico, Mary Franz-Allan and Kevin Casilli, along with approximately 60 students, to travel to Devens, MA. from Thursday, June 9<sup>th</sup> through Sunday, June 12<sup>th</sup>, 2011 to attend the *AFJROTC Summer Leadership School*. The cost of \$200 for one substitute teacher for two days will be paid for by the Smaller Learning Community Grant funds.

Ms. Doherty requested that number 2 be taken out of the first Committee vote.

Ms. Doherty moved:

To take convention/conference requests numbers 1, 3, 4, 5, 6 and 7 together; seconded by Ms. Martin. APPROVED

Ms. Martin moved:

To accept the recommendation of the Superintendent to approve convention/conference requests 1, 3, 4, 5, 6, and 7; seconded by Mr. Leary. Unanimously approved on roll call by all members present. Six yeas; one absent APPROVED

Ms. Martin moved:

To accept the recommendation of the Superintendent to approve convention/conference request number 2; seconded by Mr. Leary. On roll call Mr. Leahy was absent; Ms. Doherty voted present. All other members voted in the affirmative. Five yeas, one absent and one present. APPROVED

## COMMUNICATIONS

1. Vote of the Massachusetts Association of School Committee [MASC] Resolutions:

Resolution #1: Special Education Circuit Breaker Extension

Resolution #2: Charter School Authorization

- Resolution #3: MCAS Scores and 766 Approved Schools
- Resolution #4: Charter School Funding Formula
- Resolution #5: District Consolidation, Restructuring and Expanded Regionalization
- Resolution #6: Mid-Year Retirements
- Resolution #7: Mid-Year Budget Cuts

Ms. Doherty stated that as the Lowell School Committee's delegate at the Massachusetts Association of School Committee Conference, she thought it would be good to weigh in with her colleagues on how she plans to vote on the seven resolutions. Basically all the information she has at this time is what the Committee has before them in their packets. The way the conference works is that each district that has resolutions presents them in detail. She usually receives more information the day of the conference. Just in terms of what we have right now, she wanted to make sure there was no conflict on how she was voting.

*Resolution #1 - Special Education Circuit Breaker Extension*

Lowell is actually one of the districts signing on for this. We approved this resolution about a year ago, actually last spring. Basically it is to encourage districts to develop in-district programs so not so many kids would be sent out to private schools. Lowell has already been out in front on that. She would be voting 'yes' on that.

*Resolution #2 - Charter School Authorization*

When a district wants their own charter school (like we did our Charter School) with Middlesex Community College, that funding becomes on us (Lowell Public Schools). When a Charter School is imposed on a district such as by the Department of Elementary and Secondary Education, they would be responsible. With our current system (as her colleagues know), every child that goes to the Charter School, that funding gets pulled out of us. This would be an attempt to help us keep more funds if we were forced to have a Charter School. She was planning on voting 'yes' for that also.

*Resolution #3 - MCAS (Massachusetts Curriculum and Assessment Standards) Scores and 766 Approved Schools*

This would make private, special education providers, would be required to show their MCAS scores to the public. Right now, they are exempt from that. That is the rationale behind that one. She would be voting 'yes', actually on all of the resolutions.

*Resolution #4 - Charter School Funding Formula*

This looks at how Charter Schools are reimbursed. Currently, it is based on the rate of your average per pupil expense. The Massachusetts Association of School Committees have found that these Charter Schools are not taking the most challenging students. Their proportion is not the same as what the district has. So instead of the average per pupil expense for the district, they should be getting reimbursed based on that child. If you have an English speaking, above the poverty line child who is being pulled from your district to the Charter School, you don't get the extra money that often goes with the average per pupil expense.

*Resolution #5 – District Consolidation, Restructuring and Expanded Regionalization*

This is not related to us, but to some of her colleagues across the state. They feel it is very personal not to allow the Department of Education the authority to force redistricting on smaller school districts.

*Resolution #6 – Mid-Year Retirements*

To discourage mid-year retirements to teachers retiring in the middle of the school year. While it is in the best interest of the teachers, it is not in the best interest of the students.

*Resolution #7 – Mid-Year Budget Cuts*

The 9C cuts can't hit the schools in the middle of the year. She doesn't have to tell her colleagues how devastating it is to have cuts in the middle of the school year.

Ms. Doherty was asking her colleagues for support on these resolutions. If they have any concerns, to tell her now.

Ms. Martin stated that the above was just communication. The Committee cannot dictate Ms. Doherty's vote.

Mayor Milinazzo stated that he could not vote on Resolution #6 (his wife was a school teacher).

Ms. Doherty reiterated that there was more information regarding these resolutions on the day of the event (Massachusetts Association of School Committees Conference).

Ms. Laraba moved:

To accept the communication and to place on file; seconded by Ms. Martin. APPROVED

2. Lowell Telecommunication [Channel 10] Broadcast of School Committee Meetings:  
Live on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the Month; Thursdays @ 6PM; Saturday and Sundays @ 2PM; Tuesdays @ 10AM.

Mayor Milinazzo reminded Committee members that the next regular School Committee meeting (on November 3, 2010) would be at 8:30 pm, not 7:00 pm.

**PROFESSIONAL PERSONNEL**

The Superintendent presented and recommended approval of the following request:

1. The Members of the United Teachers of Lowell (UTL) request permission to donate sick leave to the following teacher:

Elizabeth Skrekas, Bartlett Community Partnership, 38 days

Mr. Conway moved:

To accept the recommendation of the Superintendent to approve; seconded by Ms. Laraba. Unanimously approved on roll call by all members present. Six yeas; one absent  
APPROVED

**ADJOURNMENT** – Ms. Laraba moved to adjourn; seconded by Mr. Conway. This meeting adjourned at 8:46 pm.

Respectfully submitted,

Dr. Chris A. Scott, Superintendent and  
Secretary to the Lowell School Committee

CAS: jms

Enclosures