

LOWELL SCHOOL COMMITTEE

REGULAR MEETING MINUTES

Date: September 16, 2026

Time: 5:30PM

Location: City Council Chamber, 375 Merrimack Street, 2nd Floor, Lowell, MA 01852

Members of the public can view the meeting via LTC. Those wishing to speak about a specific agenda item must register in advance by emailing the Superintendent. Please include the agenda item, as well as your phone number and email address so we can provide a Zoom link for access. The email address is skeo@lowell.k12.ma.us. If you do not have access to email, you may contact us at 978-674-4324. All requests must be submitted by 2:00 p.m. on the day of the meeting.

1. SALUTE TO FLAG

2. ROLL CALL

On a roll call at 6:37 p.m., members present were, namely: Mayor Gitschier, Ms. McFadden, Mr. Bahou, Mr. Conway and Ms. Delrossi. Mr. Lay and Ms. Martin were absent.

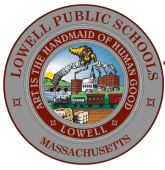
3. EXECUTIVE SESSION

3.1. An Executive Session may be called to discuss collective bargaining, strategies and/or possible litigation under Open Meeting Law, Chapter 30A, Section 21 (A) (B), 2, 3 of the Commonwealth of Massachusetts General Laws. Open meeting discussion may have a detrimental effect on the bargaining or litigating position of the public body. Item:

1. Discussion and Deliberation on Enhanced Safety Recommendations.

Mr. Bahou moved to recess at 5:37 p.m. and to enter into Executive Session for the purpose of discussing collective bargaining, strategies and/or possible litigation under open meeting law, Chapter 30A, Section 21 (A) (B), 2, 3 of the Commonwealth of Massachusetts General Laws for discussion and deliberations on enhance safety recommendations, of which open meeting discussion may have a detrimental effect on the bargaining or litigating position of the public body, and to adjourn from Executive Session; the motion was seconded by Ms. Delrossi. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

Ms. McFadden moved to return to Open Session; the motion was seconded to Ms. Delrossi. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).



4. MINUTES

4.1. The Approval of the Minutes of the Regularly Scheduled Lowell School Committee Meeting of September 2, 2026

Mr. Bahou moved to accept and place on file the minutes of the Regularly Scheduled School Committee meeting that was held on September 2, 2026; the motion was seconded by Mr. Conway. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

5. PERMISSION TO ENTER

5.1. Permission to Enter – September 16, 2026

Ms. Delrossi moved to approve the Permission to Enter; the motion was seconded by Ms. McFadden. The motion passed with 4 yeas, 1 abstain (Mayor Gitschier), 2 absent (Mr. Lay, Ms. Martin).

6. SUBCOMMITTEES

6.1. The Approval of the Minutes of the Joint Finance & Curriculum and Instruction Subcommittee Meeting of September 2, 2026.

Ms. Green registered and spoke before the Committee about the importance of the computers in supporting student learning, particularly through the district's one-to-one device program.

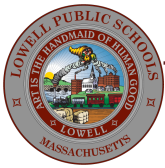
Mr. Bahou, Chairperson of the Joint Finance & Curriculum Subcommittee, stated that the proposed multi-year technology lease agreement, which would cost Lowell Public Schools approximately \$3.45 million over five years, was discussed. The agreement presented to the Joint Subcommittee would support the district's one-to-one Chromebook program for students. He noted that additional discussion is needed before any decisions are made regarding the cost and selection of devices.

Ms. McFadden moved to accept the report as a report of progress; the motion was seconded by Mr. Bahou. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

7. REPORTS OF THE SUPERINTENDENT

7.1. Response to Motion (By Dominik Lay 09/02/2026) Regarding Ensuring a Smooth Opening Day

Ms. McFadden moved to defer 7.1 to the next School Committee meeting; the motion was seconded by Ms. Delrossi. 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

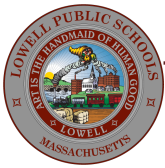


7.2. Finance Updates

Dr. Pinto, Assistant Superintendent of Finance, provided the Committee with budget updates and reported that the Lowell Public Schools Finance Team is fully engaged in several activities to monitor the district's fiscal year 2027 (FY27). The following are highlights from the Finance Office:

- **End-of-Year Reporting (EOYR):** The End-of-Year Reporting process is underway. This report is directly connected to school funding, with the Department of Elementary and Secondary Education (DESE) establishing Lowell's Net School Spending (NSS) under Chapter 70. A voluntary "Best Practices" meeting was held for Administrative Assistants on August 26 and 27 to review procedures and best practices for the opening of FY27. Two sessions were offered, with the majority of school sites participating.
- **FY28 Budget Development:** The FY28 Draft Budget Calendar has been shared with Cabinet for review. The FY28 Budget Development Calendar is intended to provide a structured timeline for the district's budgeting process, ensuring that all tasks are completed efficiently, transparently, and in compliance with Massachusetts state laws and local requirements. Once approved by Cabinet, the calendar will advance to the School Committee for review and approval.
- **Information Technology:** The Time Clock solution has been rolled out on a trial basis at 16 schools, with efforts underway to expand the number of participating sites. At the conclusion of the project, cafeteria, custodial, and security employees will record their work hours using biometric time clocks, replacing the current paper-based timesheet process. In addition, a scanning project is underway to digitize files within both the Finance and Human Resources departments. The primary benefits are operational and financial, including faster document retrieval, stronger internal controls, improved audit readiness, and greater consistency in standardized procedures.
- **Grants:** Fourth-quarter (Q4) grant spending deadlines for FY26 were maintained, with the deadline occurring on May 29, and all grant spending concluding on June 30. A Q4 report has been included in the School Committee packet. Reviews are currently being conducted in collaboration with Grant Coordinators to ensure that grant funds are fully expended and that final drawdowns and expenditure reports are completed.
- **Payroll:** The Payroll Department has been particularly busy, with three consecutive payrolls scheduled for September 3rd, September 10th, and September 17th. The September 10th payroll was an off-cycle payroll authorized by the City Council. The process was reviewed with both the City Auditor and City Solicitor because it involved paying a group of employees in advance of wages being earned.
- **Purchasing/Accounts Payable:** The FY27 fiscal year has opened successfully, while the FY26 fiscal year is still in the process of being closed. Finance personnel are working in collaboration with budget managers to close any remaining open purchase orders from FY26.

Ms. Delrossi moved to accept the following Reports of the Superintendent 7.2 and 7.3 as reports of progress; the motion was seconded by Ms. McFadden. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).



7.3. Quarterly Grants Update, 4th Quarter July 1 - June 30, 2026 (FY26 Q4)

Dr. Pinto, Assistant Superintendent of Finance, provided the Committee with a quarterly grants update. The update offered an overview of the use and impact of current grant funding in supporting educational initiatives and enhancing school resources. The report covers the fourth quarter (Q4) of Fiscal Year 2026 (FY26), from July 1, 2025, through June 30, 2026.

Ms. Delrossi moved to accept the following Reports of the Superintendent 7.2 and 7.3 as reports of progress; the motion was seconded by Ms. McFadden. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

7.4. Home Education

Superintendent Skinner recommended that the following parents/guardians be allowed to home educate their child:

Tuyet Tran
Lisa Veiga

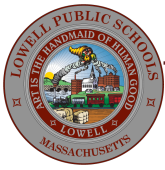
Mr. Conway moved to approve Home Education; the motion was seconded by Mr. Bahou. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

8. NEW BUSINESS

8.1. DESE Protect Act Policy Adoption

Ms. Brown-LeGrand, Assistant Superintendent of Student Support Services, informed the Committee that on August 5, 2026, Governor Maura Healey signed the PROTECT Act into law. Under the Act, school committees are required to adopt policies addressing interactions between schools and law enforcement officers engaged in civil law enforcement, including federal immigration enforcement. In accordance with these requirements, the Superintendent is presenting the proposed PROTECT Act policy to the School Committee for formal consideration and adoption. The Act establishes requirements governing civil law enforcement activity on school grounds. Among other provisions, civil arrests for civil law enforcement purposes are generally prohibited on school grounds without a Judicial Warrant or Judicial Order, subject to exceptions provided by state or federal law. In anticipation of the need for clear and consistent protocols for responding to civil law enforcement activity, Lowell Public Schools developed and implemented procedures in Spring 2025 to guide school and district personnel in responding to requests or activity involving civil law enforcement. These procedures established a framework for communication, consultation, and response at both the school and district levels. The proposed policy is intended to align the district's existing procedures with the requirements of the PROTECT Act and provide clear guidance for school and district personnel when responding to civil law enforcement activity.

Ms. McFadden moved to approve the DESE Protect Act Policy; the motion was seconded by Mr. Conway. 5 yeas, 2 absent (Mr. Lay, Ms. Martin).



8.2. Budget Modification Request

Ms. Delrossi moved to approve the budget modification in the amount of \$12,000; the motion was seconded by Mr. Bahou. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

8.3. MOA - Request Approval of LHS Clubs/Advisors SY26-27

Mr. Conway moved to approve the MOA LHS Clubs/Advisors SY26-27; the motion was seconded by Mr. Bahou. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

9. CONVENTION/CONFERENCE REQUESTS

9.1. Overnight Out of State Travel - AFJROTC in Union, NJ

Mr. Bahou moved to bundle & approve the convention/conference requests; the motion was seconded by Mr. Conway. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

9.2. Overnight Out of State Travel - CCSSO National Teacher of the Year Program Washington D.C.

Mr. Bahou moved to bundle & approve the convention/conference requests; the motion was seconded by Mr. Conway. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

9.3. Out of State Overnight Request - Portrait of a Graduate Danbury, CT

Mr. Bahou moved to bundle & approve the convention/conference requests; the motion was seconded by Mr. Conway. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

10. ADJOURNMENT

Ms. Delrossi moved to adjourn at 5:54 p.m.; the motion was seconded by Ms. McFadden. The motion passed with 5 yeas, 2 absent (Mr. Lay, Ms. Martin).

Respectfully submitted,

**Liam Skinner, Superintendent and
Secretary to the Lowell School Committee**

LS/mes