

LYNN PUBLIC SCHOOLS
James Leo McGuinness Administration Building
100 Bennett Street
Lynn, Massachusetts 01905

Personnel Sub-Committee
Thursday, March 3, 2022 at 6:15 P.M.

Members present:

Ms. Coppola - Chair
Ms. Gately
Dr. Magnolia

Observing:

Mr. Castellanos, Mr. Dugan, Mr. Pena, and Mayor Nicholson

In Attendance:

Dr. Tutwiler, Superintendent
Ms. Powers, Deputy Superintendent
Ms. Ruggiero, Deputy Superintendent
Mr. McHugh, Business Manager
Ms. Jules, Secretary of the School Committee; and
Attorney Greenspan

Ms. Coppola presided.

I. Communication Specialist – Dr. Tutwiler

Dr. Tutwiler proposed a new position to the Committee, LPS Communications Specialist. This non-union role will report directly to the superintendent. He/She/They will set and guide the strategy for all communications, website, and public relations messages and collateral to consistently articulate the Lynn Public Schools mission and core values. Discussion ensued.

Dr. Magnolia made a motion to accept the position of Communication Specialist with the following amendments:

- Under **ESSENTIAL DUTIES AND RESPONSIBILITIES**: “Leadership and Vision” should read only “Vision”, striking “Leadership”;
- Under **Communication** strike the 4th bullet down “Develop relationship with media contacts and respond to media requests”; and
- Under **EDUCATION, EXPERIENCE, SKILLS, AND BELIEFS**: 4th bullet from bottom of the page should read “ Be available outside traditional working hours *to offer support* for time sensitive issues, such as weather delays, crises, school committee meetings, etc.”

and move to the full Committee. Seconded.

Roll Call Member	Vote
-------------------------	-------------

Ms. Coppola	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes

Motion passed.

Ms. Coppola made a motion to adjourn at 6:44 P.M. Seconded.

Roll Call Member	Vote
-------------------------	-------------

Ms. Coppola	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes

Motion passed.

Mary Jules, Secretary of the School Committee

daj

Adopted: March 3, 2022

LYNN PUBLIC SCHOOLS
James Leo McGuinness Administration Building
100 Bennett Street
Lynn, Massachusetts 01905

Second Special Meeting of the School Committee
School Committee Room
Thursday, March 3, 2022 at 7:01 P.M.

Members present: Mr. Castellanos, Ms. Coppola, Mr. Dugan, Ms. Gately, Dr. Magnolia, Mr. Pena, and Mayor Nicholson

In attendance: Dr. Tutwiler, Superintendent; Ms. Powers, Deputy Superintendent; Ms. Ruggiero, Deputy Superintendent; Mr. McHugh, Business Administrator; Ms. Jules, Secretary of the School Committee; Attorney Greenspan; and Nadesha Martinez, Student Representative.

Mayor Nicholson presided.

Mayor Nicholson opened the meeting with a salute to the flag and a moment of silence.

IN MEMORIAM

- A. Joan Rogers – teacher at Fallon Elementary School on February 16, 2022
- B. Maureen Ann Ferrari – former teacher on February 17, 2022

MINUTES

- A. Public Hearing on February 10, 2022
- B. Committee of the Whole meeting on February 10, 2022
- C. Third Regular meeting with Executive Session on February 10, 2022

Ms.Coppola made a motion to accept the minutes for the Public Hearing on February 10, 2022; Committee of the Whole meeting on February 10, 2022; and Third Regular meeting with Executive Session on February 10, 2022. Seconded.

Roll Call Member	Vote
Mr. Castellanos	Yes
Ms. Coppola	Yes
Mr. Dugan	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes
Mr. Pena	Yes
Mayor Nicholson	Yes

Motion passed.

PRESENTATIONS

A. Best Buddies – C. Moloney & L. Spencer

Dr. Tutwiler introduced Cameron Moloney, student at LCHS who gave a presentation about the Best Buddies program he is involved in at Lynn Classical High School. Discussion ensued.

No vote taken.

B. Dual Language Program update – R. Caldwell and A. Campbell

Rania Caldwell, Executive Director of English Language Learners and Amanda Campbell, Assistant Director of English Language Learners gave an overview of the Dual language Program. Discussion ensued.

No vote taken.

UNFINISHED BUSINESS

None listed.

NEW BUSINESS

A. Exit Interviews – D. Coppola

Ms. Coppola discussed the need for an exit interview for staff when leaving the district. Dr. Tutwiler agreed to present a draft exit interview at the next meeting.

No vote taken.

B. Discussion on results of the Superintendent survey – L. Gately

Ms. Gately discussed the results of the Superintendent survey. Discussion ensued.

No vote taken

C. Discussion on redistricting Lynn Woods and Shoemaker streets.

Dr. Tutwiler proposed a shift in assignment addresses from Lynn Woods to Shoemaker. Discussion ensued.

Mr. Castellanos made a motion to table the above proposal until the March 31, 2022 meeting to get more information to constituents. Seconded.

Roll Call Member	Vote
Mr. Castellanos	Yes
Ms. Coppola	Yes
Mr. Dugan	Yes
Ms. Gately	Yes
Dr. Magnolia	No
Mr. Pena	Yes
Mayor Nicholson	Yes

Motion passed.

D. Discussion on CDC’s recommendation for masks on buses.

Dr. Tutwiler asked the Committee to follow the CDC’s recommendation to go mask free on school buses.

Ms. Coppola made a motion to have no masks on buses as on March 14, 2022 to coincide with schools. Seconded.

Roll Call Member	Vote
Mr. Castellanos	Yes
Ms. Coppola	Yes
Mr. Dugan	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes
Mr. Pena	Yes
Mayor Nicholson	Yes

Motion passed.

E. Vote to submit a Statement of Interest (SOI) to the MSBA for an Accelerated Repair Project at Drewicz Elementary for windows and doors.

Ms. Coppola made a motion to submit a statement of interest to the MSBA

Resolved: Having convened in an open meeting on March 3, 2022, prior to the State of Interest closing date, the Lynn School Committee, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 25, 2022, for the Alphonse M. Drewicz Elementary School 34 Hood Street, Lynn, MA 01905 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future:

Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility. The city is seeking to replace the windows and doors in the

school due to their age and condition, (estimated installation date in the early 1980's) as priority Statement of Interest for the MSBA Accelerated Repair Program for 2022.

and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits City of Lynn or the Lynn School District to filing an application for funding with the Massachusetts School Building Authority.

Roll Call Member	Vote
Mr. Castellanos	Yes
Ms. Coppola	Yes
Mr. Dugan	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes
Mr. Pena	Yes
Mayor Nicholson	Yes

Motion passed.

F. Ratification of votes, if any, taken in the Personnel Sub-Committee

Ms. Coppola made a motion to ratify the votes taken during the personnel Sub-Committee meeting. Seconded.

Roll Call Member	Vote
Mr. Castellanos	Yes
Ms. Coppola	Yes
Mr. Dugan	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes
Mr. Pena	Yes
Mayor Nicholson	Yes

Motion passed.

Ms. Coppola made a motion to change the agenda order and move COMMUNICATIONS AND INFORMATION before NEW BUSINESS G. Request for Executive Session relative to contract negotiations with non-union personnel. Seconded.

Motion passed on a unanimous voice vote.

COMMUNICATIONS AND INFORMATION

A. Enrollment Report – March 1, 2022

- B. Superintendent's Report
- Human Resource update
 - Graduation and drop-out data for Class of 2021
 - Pickering Building Project

NEW BUSINESS (Continued)

- G. Request for Executive Session relative to contract negotiations with non-union personnel

Ms. Coppola made a motion to enter into Executive Session at 9:02 P.M. relative to contract negotiations with non-union personnel. Seconded.

Roll Call Member	Vote
Mr. Castellanos	Yes
Ms. Coppola	Yes
Mr. Dugan	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes
Mr. Pena	Yes
Mayor Nicholson	Yes

Motion passed.

Ms. Coppola made a motion to return to Regular Session at 9:37 P.M. Seconded

Roll Call Member	Vote
Mr. Castellanos	Yes
Ms. Coppola	Yes
Mr. Dugan	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes
Mr. Pena	Yes
Mayor Nicholson	Yes

Motion passed.

- H. Ratification of votes, if any, taken in Executive Session.

No vote taken.

Ms. Coppola made a motion to adjourn the meeting at 9:38 P.M. Seconded.

Roll Call Member	Vote
Mr. Castellanos	Yes
Ms. Coppola	Yes
Mr. Dugan	Yes
Ms. Gately	Yes
Dr. Magnolia	Yes
Mr. Pena	Yes
Mayor Nicholson	Yes

Motion passed.

Mary Jules, Secretary of the School Committee

DAJ

Adopted: March 31, 2022