



FROM THE HEAD

July 13, 2010

Dear Lowell Families,

Members of the Lowell Administrative team and various Board members involved in the expansion effort have been hard at work this summer proceeding with the zoning process that will allow us to move ahead with our expansion plans. This has meant extensive meetings with our neighbors as well as discussions with various DC government agencies and an initial hearing at the Zoning Commission on July 1. I am writing to update you on this process and to introduce you to new requirements for Lowell families with respect to travel to and from our campus that arose from these discussions.

The neighborhood, the Advisory Neighborhood Commission (ANC), the Shepherd Park Citizen's Association (SPCA), and the Civic Association of North Portal have been very consistent in understanding Lowell's need to add a middle school to our academic offerings. The neighborhood is also still very much behind Lowell as a positive presence in the area since we purchased the vacant Kalmia campus and began the process of restoring it. We all share a strong interest in making Lowell's presence even more positive for the neighborhood as well as in reducing the school's carbon footprint.

In discussing our plans to move forward, we have faced the need to balance competing interests and priorities. For example, Lowell's carpool impact on the neighborhood over the last 10 years has been significant and needs to be addressed more formally, particularly given that the expansion to 8th grade may add more cars to this mix. The desire to reduce the impact on the neighbors by adding more parking on campus conflicts with the District Department of Transportation's (DDOT) and the Zoning Commission's priorities to reduce overall traffic in D.C. and be greener. Lowell's desire to remove Fraser, a deteriorating abandoned dormitory we do not need, is seen as a plus to some abutting neighbors who feel that its removal will create light and openness, but a negative by others who considered the building a buffer. The play area, a much needed artificial turf surface which would allow for year-round play, fenced-in ball play suited to younger students, and increased flexibility for physical education and after school activities was welcomed by some neighbors as a site improvement and was a worry to others because of the noise a play area near their homes would cause. The presence of asbestos in the stucco of Fraser (not in the stucco of any other Lowell buildings) has also caused understandable concern to those closest to the property in relation to the demolition of the building. (You received an email blast in this regard earlier this year when we undertook the intermediate steps required to be extremely safe until we take the building down.) As you can see, the issues are complex and come from multiple perspectives with sometimes conflicting priorities.



FROM THE HEAD

These various issues, expressed first in neighborhood meetings, then formally in ANC meetings, needed to be resolved in the form of Neighborhood Cooperation Agreements in order for our zoning process to continue relatively on course.

To facilitate the Agreements, we held four extended meetings with the neighborhood, the administrative team, and several Lowell Board representatives and came up with a document that won the support of many and will require some very specific follow-through by the school and participation by each and every family (which I discuss in more detail below). This agreement was an important step in preparing for the initial zoning hearing. After hearing the views of the Zoning Commissioners and DDOT, we also determined that further information and some adjustments in our expansion plans were needed. One particularly important issue we are continuing to work out is the right number of parking places for Lowell and how this impacts our plans. We have another hearing coming up July 26 and hope that our responsiveness to these concerns of the neighborhood and Commissioners will bring the zoning process to a successful closure.

We are fortunate to have several Lowell parents who are also neighbors. Their support of this effort was critical. Several attended the hearing July 1 and spoke on behalf of Lowell. We are also fortunate to have made some new neighbor friends. These neighbors who were at first skeptical, came about full face when they realized how we all share the same interests; safe traffic conditions, safe razing of a building, and conditions conducive to a continued long term good neighbor relationship. Several of these neighbors have joined the new on-going Community Relations Council. This will serve as the mechanism for reviewing the Neighborhood Cooperation Agreements, proposing changes to the agreements and monitoring adherence to the agreements.

It is important to make you fully aware of the contents of the Neighborhood Cooperation Agreements, especially those parts regarding traffic in the neighborhood. The Agreements also cover the demolition of Fraser and play area restrictions for the proposed artificial turf area. **The provisions on traffic are binding, regardless of the status of the zoning process and require that every family read, sign, and return to the school the Parking and Arrival/Dismissal Sign-Off form, thereby committing to compliance with rules governing travel to and from the Lowell campus. Adherence to these rules begins this school year.** This commitment is very similar to those required by other private schools in the area. The Neighborhood Cooperation Agreements and the sign-off form are attached to this email blast. They can also be found on the home page of the School's website under Expansion and under Parent Resources.

The rules for **traffic and arrival/dismissal** outlined in the Agreements and summarized in the Sign-Off form, are straight-forward and are based on safety in the streets surrounding Lowell. The consequences for infractions, while they mark a departure for Lowell, are common among independent schools and are essential to ensuring the enforceability of the



Lowell Parent/Guardian Parking and Arrival/Dismissal Sign-off Form

As the parent or guardian of a child(ren) _____
(name(S) of child(ren) enrolled at Lowell,

I, _____, have reviewed and agree to abide by the Neighborhood Cooperation Agreement pertaining to Traffic, executed between Lowell and Neighbors living in the vicinity of the school, 1640 Kalmia Rd., NW, effective as of July 1, 2010. Key provisions are summarized below. Please note that arrival and dismissal times are defined as 7:30 to 9:00 am, and 3:00 to 4:30 pm.

1. I will display my Lowell carpool placard on the dashboard when approaching and leaving Lowell during arrival and dismissal times. We also ask you to display the Lowell School magnet on the rear of your car.
2. When approaching or exiting Lowell, I will not use any of the neighborhood alleys off 16th Street.
3. When approaching or exiting Lowell from any direction, I will not exceed the posted speed limit, will observe all stop signs and will obey all applicable traffic safety laws.
4. I will not park on Kalmia Road, 17th, Myrtle, or Orchid Streets during arrival (7:30 to 9:00) and dismissal (3:00 to 4:30) times.
5. I will not use Jonquil Street between 16th and 17th streets to approach or leave Lowell during the pick-up and drop off periods above, unless I live on Jonquil between 16th and 17th. Juniper, Holly, Kalmia and North Portal are all acceptable alternatives. Jonquil is a blind turn and therefore is excluded.
6. I will always check for parking on the Lowell campus before parking on a neighboring street and I will not park on a neighboring street for the purposes of drop-off and pick-up.
7. In the event that automobile stacking reaches the intersection of 17th and Kalmia for drop off or pick-up I will not make a left hand turn from Kalmia Road onto 17th Street. A right turn or going straight to the nearest intersection to turn around is permissible.
8. I will not block, obstruct, or park in any neighbor's driveway or garage when parking for special events when overflow space is needed or when queuing for arrival or dismissal or any other reason.
9. I will not execute 3-point turns using driveways in the neighborhood.
10. I will follow all arrival and dismissal procedures as outlined by the school, including entering on 17th Street and exiting on Kalmia Road with great care and caution.
11. I understand that as a parent or guardian I am accountable to Lowell for the actions of caregivers, friends and relatives dropping off and picking up my children on my behalf.
12. I understand the system of fines to be imposed on drivers not adhering to the rules and, if found to be responsible for any infraction of the Neighborhood Cooperation Agreement by myself or those acting on behalf, I agree to pay the prescribed fine.

Please understand how important adherence to the rules governing traffic and carpool is to the safety of our children, families, and staff, and to the livability of the neighborhood for those residents with whom we share common space. We accordingly require a signed form for every parent or guardian of a current Lowell student who ever comes by car to the Lowell campus, whether occasionally or regularly. We look forward to your cooperation.

Signature _____ Date _____



Arrival / Dismissal Information Form 2010 - 2011

Name of Child:	Grade Level:	Teacher:	Carpool #
Name of Child:	Grade Level:	Teacher:	
Name of Child:	Grade Level:	Teacher:	
Name of Child:	Grade Level:	Teacher:	

Please provide the name(s), car make and model, state and license plate number of each driver who is authorized to pick up your child(ren).
If driver is another Lowell parent, skip make/model and license information; it is already on file.

Driver 1 Name:	Car Make/Model:	License Plate & State:
Driver 2 Name:	Car Make/Model:	License Plate & State:
Driver 3 Name:	Car Make/Model:	License Plate & State:
Driver 4 Name:	Car Make/Model:	License Plate & State:

MORNING DROP-OFF SCHEDULE

For each day of the week, check the box that describes how your child(ren) will be coming to school. If your child(ren) will be arriving by car, write the number of the driver in the space provided.

Monday	Tuesday	Wednesday	Thursday	Friday
☐ Single Family Carpool ____	☐ Single Family Carpool ____	☐ Single Family Carpool ____	☐ Single Family Carpool ____	☐ Single Family Carpool ____
☐ Multiple Family Carpool ____	☐ Multiple Family Carpool ____	☐ Multiple Family Carpool ____	☐ Multiple Family Carpool ____	☐ Multiple Family Carpool ____
☐ Walk from Home	☐ Walk from Home	☐ Walk from Home	☐ Walk from Home	☐ Walk from Home
☐ Bike from Home	☐ Bike from Home	☐ Bike from Home	☐ Bike from Home	☐ Bike from Home
☐ Walk from Bus Stop	☐ Walk from Bus Stop	☐ Walk from Bus Stop	☐ Walk from Bus Stop	☐ Walk from Bus Stop
☐ Walk from Metro	☐ Walk from Metro	☐ Walk from Metro	☐ Walk from Metro	☐ Walk from Metro
☐ Other ____	☐ Other ____	☐ Other ____	☐ Other ____	☐ Other ____

AFTERNOON PICK-UP SCHEDULE

For each day of the week, check the box that describes how your child(ren) will be picked up from school. If your child(ren) will be leaving by car, write the number of the driver in the space provided.

Monday	Tuesday	Wednesday	Thursday	Friday
☐ Single Family Carpool ____	☐ Single Family Carpool ____	☐ Single Family Carpool ____	☐ Single Family Carpool ____	☐ Single Family Carpool ____
☐ Multiple Family Carpool ____	☐ Multiple Family Carpool ____	☐ Multiple Family Carpool ____	☐ Multiple Family Carpool ____	☐ Multiple Family Carpool ____
☐ Walk Home	☐ Walk Home	☐ Walk Home	☐ Walk Home	☐ Walk Home
☐ Bike Home	☐ Bike Home	☐ Bike Home	☐ Bike Home	☐ Bike Home
☐ Walk to Bus Stop	☐ Walk to Bus Stop	☐ Walk to Bus Stop	☐ Walk to Bus Stop	☐ Walk to Bus Stop
☐ Walk to Metro	☐ Walk to Metro	☐ Walk to Metro	☐ Walk to Metro	☐ Walk to Metro
☐ After School Program (ASP)	☐ After School Program (ASP)	☐ After School Program (ASP)	☐ After School Program (ASP)	☐ After School Program (ASP)
☐ Other ____	☐ Other ____	☐ Other ____	☐ Other ____	☐ Other ____

People To Call if Child Is not Picked Up:

Name:
Phone:

Name:
Phone:

Parent(s) Signature(s)

Signature:
Signature: