



WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

A regular meeting of the Whittier Regional Vocational Technical High School Committee was held on **Wednesday, January 9, 2019**, at 115 Amesbury Line Road, Haverhill, Massachusetts.

Members Present: Alana Gilbert Garry James Scott Wood Tony LeSage
Paul Tucker Dick Early Chip O'Connor
Dave Irving Brett Murphy Charlie LaBella
Johanna True Jo-Ann Testaverde Lisa O'Connor

Members Absent: Ben Fichera

Others Present: Maureen Lynch, Superintendent
Chris Laganas, Principal
Kara Kosmes, Business Manager
Andrew McFarland, Student Representative

Ms. Gilbert called the meeting to order at 6:30 P.M. Ms. Gilbert began the meeting with the pledge of allegiance.

PUBLIC COMMENT

There was no public comment.

By motion of Mr. Tucker, seconded by Mr. Irving to approve the Minutes of the Regular School Committee meeting for December 12, 2018 as presented.
Approved – 3 Abstained (L. O'Connor, C. LaBella, T. LeSage)

By motion of Mr. LeSage, seconded by Ms. True to accept the Treasurer's Report for December 2018 as presented. Unanimous

OLD BUSINESS

There was no old business posted.

STUDENT REPRESENTATIVE

Andrew McFarland provided an update on sports and activities of the different clubs. The Multicultural Club Coats for Kids drive received over 50 coats and jackets to help needy families in the area. Student Government was involved with coordinating a school fundraiser as well as volunteering to participate in a fundraiser for Salisbury Beach. During the month of December, members of Student Government helped with the sale of raffle tickets at the Salisbury Sea Festival of Trees to raise money to bring back the historic carousel to Salisbury Beach. Student Government capped off the Holiday season at Whittier Tech by executing the new fundraiser, Holiday Candygrams. The goal was to spread holiday cheer and good tidings to friends and loved ones, but more importantly, all the money raised was donated to the Whittier Holiday fund to benefit those in need in the community. They were able to raise close to \$250. Peer Leaders helped Student Government with the candygram fundraiser. They also helped hold signs welcoming Charlie Baker at the pep rally. Next, they will be helping out during the freshman halftime show. Peer leaders will be running interactive activities that demonstrate ways to be a successful student at Whittier Tech. DECA will compete at the District level on Thursday, January 10, 2019 at Merrimack College. Interact Club members had their community involvement skills on full display as volunteers at the Winter Concert where they served as ushers and assisted with gift basket sales. They are hoping to have a new event in February to help out and get out into the community. The Peer to Peer Club's annual canned food drive collected 1,680 canned goods which will be donated to Our Neighbors Table to help feed the needy in the community. Machine Tech collected 1,011 canned goods which won them a breakfast delivered to their homeroom before the holiday break and the honor of displaying the winning plaque in their shop for another year. Key Club volunteered at multiple events in December. This month, they are exploring the possibility of spending some time with the clients at the Council on Aging in Salisbury and helping out at the Salvation Army. In addition, members continue to do community service on an individual basis. Chess Club is still looking for more players. They have had a successful year so far with many varying skill levels and are continuing to improve their strategies and gameplay while meeting every other Thursday. The girls' basketball team has been playing well. The team has been playing tough against many senior teams. The boys' varsity basketball team is 2-5. The team has been playing extremely hard and is representing Whittier well. The team has been in every game with all but one of the losses being by 6 points or less. The wrestling team has 36 students. The team is currently 7-4 with a CAC conference

matchup January 9th against Greater Lawrence. They will be attending the Pelham tournament over the weekend and hosting a dual tournament Sunday, January 13th at Whittier.

SUPERINTENDENT'S REPORT

Personnel Action

The Superintendent, Maureen Lynch reported on the hiring of two (2) cafeteria helpers, two (2) cafeteria cooks, Title I parent liaisons, clerical support for the health office, winter coaches and instructors to work in the evening school program.

Budget Update

Ms. Lynch reported that the Executive Subcommittee met on January 9, 2019 to discuss the FY20 budget. At that meeting, they began with a 4.83% increase which will be reduced for the next Executive Subcommittee meeting.

MCAS Update

Ms. Lynch reported that the November retest results will be available at the end of January. There will be a free English MCAS after school program for grade 10 students from January 28 – March 25, 2019. All grade 10 students are eligible to attend.

Superintendent's Update

On Tuesday, December 18, 2018, Ms. Lynch attended the North Shore Superintendents' Roundtable luncheon for Administrative Assistants. At this luncheon, she was able to celebrate all that Lisa Rand does for her and for the school. Over the Holiday break the work on the roof was completed in record time. There will be a final meeting on Monday, January 14, 2019 to review and make sure the roof/piping project is completed and that there are no further items on the punch list. Ms. Lynch thanked Bob Hardy and Tammy D'Entremont for their expertise in getting the project completed in a timely manner. On Wednesday, January 2, 2019, Whittier hosted Governor Charlie Baker and Lt. Governor Karyn Polito. Ms. Lynch stated a quote from Governor Baker to Whittier students was "in this school in particular, and the career and technical schools in Massachusetts generally, are among the very best in the country". Ms. Lynch stated it was a huge honor to have the Governor kick off his inauguration at Whittier Tech.

Ms. Lynch reported that Haverhill Bank is donating two \$1,000.00 scholarships to benefit graduating Whittier Tech seniors.

By motion of Mr. Irving, seconded by Dr. Testaverde to accept the two \$1,000.00 scholarships from Haverhill Bank to benefit graduating Whittier Tech seniors.
Unanimous

Ms. Lynch thanked Thomas Mortimer, President/CEO of the bank and the Haverhill Bank for the generous scholarships.

Ms. Lynch reported that First Robotics submitted an out-of-state field trip request for the First Robotics Competition on February 28 – March 2, 2019 at Salem High School in Salem, NH.

By motion of Mr. Murphy, seconded by Mr. Irving to approve the out-of-state field trip request from First Robotics to attend the First Robotics Competition on February 28 – March 2, 2019 at Salem High School in Salem, NH as presented.
Unanimous

Ms. Lynch reported that culinary submitted an overnight field trip request for the ProStart Competition February 11-12, 2019 at Gillette Stadium in Foxboro.

By motion of Mr. Murphy, seconded by Mr. James to approve the overnight field trip request from culinary to attend the ProStart Competition February 11-12, 2019 at Gillette Stadium in Foxboro as presented. Unanimous

Ms. Lynch reported on outside projects. She stated that Electrical made repairs to the call light system in the Haverhill City Council Chambers Room; Culinary provided food for the Opportunity Works Christmas party and Health Occupations provided assistance for clients at the event; and Culinary provided cookies for the Foster Children for the Merrimack Valley Annual Christmas party.

Ms. Tia Roy, Community Services and Post-Secondary/Early College Program Advisor provided an update of her work through a PowerPoint presentation. She spoke about alumni relations, community events and partnerships, evening education programs, early college and student services. She created alumni presence on social media, created an "Alumni Spotlight Wall" in the lobby and is developing an alumni database and e-newsletter. She reported on the community events and partnerships that she has been involved in creating such as identifying local partnership opportunities to benefit community and Whittier students. She created evening school presence on social media and developed materials and presented at local high school college fairs. She also reported that she is coordinating concurrent enrollment partnership with Advanced Manufacturing at NECC and Machine Tech, CAD Drafting, and Electronic Robotics at

Whittier. She reported that she offers scholarship assistance to students and is helping out with the freshman half-time show.

PRINCIPAL'S REPORT

Mr. Chris Laganas, the Principal provided a principal's update. He reported that staff and students are preparing for mid-year exams January 22 – 25, 2019. During this time, Tia Roy, Whittier's Community Services and Post-Secondary/Early College Program Advisor will be the Coordinator of the "Freshman Halftime Show". Administrators and staff will work with freshmen on career plans and various topics including college and career readiness skills, portfolio development, peer mediation, peer leadership and extracurricular activities. The freshmen will also listen to a six (6) person guest speaker panel presentation (all Whittier Alumni) on career opportunities and non-traditional roles. There will be a Skills USA presentation, Vocational Area Commercial video, Jeopardy game questions based on exploratory experiences and vaping presentation by the Principal, Assistant Principals and PE/Health Department Head. Mr. Laganas reported that the Program of Studies is being updated to build the master schedule for next year. He also reported that the Whittier Booster Club with help from the Marketing Department is running another fundraiser. The fundraiser consists of an exclusive custom apparel online store for Whittier basketball and wrestling apparel until January 15.

BUSINESS MANAGER'S REPORT

Ms. Kara Kosmes, the Business Manager provided the Variance Analysis as required by the annual agenda. The District is on track at the mid-year point. Accounts with available funds are highlighted in green and can be used to offset accounts with negative balances which are highlighted in yellow. Ms. Kosmes also provided a transfer request to provide funding for the Allied Health Center renovation. She stated that the renovation account is highlighted in blue and will be funded from the savings from several accounts that are highlighted in beige.

By motion of Mr. Early, seconded by Mr. Wood to authorize the line item transfers in the amount of \$300,000.00 as outlined in the Business Manager's memorandum dated January 9, 2019. Unanimous

Ms. Kosmes reported that in accordance with M.G.L. Chapter 71, Section 71 and Chapter 71, Section 26C, it is recommended that the School Committee vote to establish two (2) new revolving funds – a “Rental of School Property” fund and a “School Day Care” fund. The School Day Care fund will be used as the repository for tuition receipts from the Child Care program which will open in the fall. The Rental of School Property fund will be used for funds collected for rental of the building, grounds or other school property. Mr. Tucker would like students to be able to bring their children to the day care. Ms. Lynch stated this is just the beginning and she is not ready to discuss the particulars. She will get back to the Committee at a later date.

By motion of Mr. Irving, seconded by Mr. Murphy to establish a School Day Care Fund and Rental of School Property Fund in accordance with M.G.L. Chapter 71, Section 26C Extended School Services for Children; Contributions and Federal Funds and M.G.L. Chapter 71, Section 71 Use of School Property as outlined in the Business Manager’s memorandum dated January 9, 2019.

By motion of Mr. Wood, seconded by Mr. LeSage for reconsideration of the above motion. Unanimous

By motion of Mr. Irving, seconded by Mr. Wood to establish a Rental of School Property Fund in accordance with M.G.L. Chapter 71, Section 71 Use of School Property as outlined in the Business Manager’s memorandum dated January 9, 2019. Unanimous

By motion of Mr. Irving, seconded by Mr. Murphy to establish a School Day Care Fund in accordance with M.G.L. Chapter 71, Section 26C Extended School Services for Children; Contributions and Federal Funds; use as outlined in the Business Manager’s memorandum dated January 9, 2019. Unanimous

COMMITTEE CHAIRPERSON

Ms. Gilbert went over the annual agenda items for February. She will not be at the February meeting. Mr. Murphy will be running that meeting. She reported that the 2019 Standard Mileage Rate from the IRS is 58 cents. Ms. Gilbert asked the Committee to vote on the acceptance of the rate.

By motion of Mr. Wood, seconded by Mr. Tucker to accept the 2019 Standard Mileage Rate from the IRS of 58 cents. Unanimous

SUBCOMMITTEE REPORTS

The Executive Subcommittee met January 9, 2019. They will meet again on February 13, 2019 at 5:30 pm.

The Instructional Subcommittee has not met. They will meet in May.

The Plant Operations Subcommittee met January 9, 2019. They went over the proposals for the new electronic sign.

The Salary & Negotiations Subcommittee has not met. They will meet on January 16, 2019 at 5 pm.

The Policy Subcommittee met January 9, 2019. They went over building rental procedures. It will be brought to the full committee in February.

MEETING DATES

The Regular School Committee meeting is February 13, 2019 at 6:30 pm.

NEW BUSINESS

There was no New Business posted.

EXECUTIVE SESSION

There was no Executive Session posted.

By motion of Mr. Wood, seconded by Mr. Irving to adjourn at 7:24 P.M.
Unanimous

Respectfully submitted,
Lisa Rand
Recording Secretary