



WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

A regular meeting of the Whittier Regional Vocational Technical High School Committee was held on **Wednesday, August 14, 2019**, at 115 Amesbury Line Road, Haverhill, Massachusetts.

Members Present: Alana Gilbert Dick Early Scott Wood Lisa O'Connor
Garry James JoAnn Testaverde Dave Irving Ben Fichera
Brett Murphy Johanna True Tony LeSage

Members Absent: Charlie LaBella, Paul Tucker, Chip O'Connor

Others Present: Maureen Lynch, Superintendent
Chris Laganas, Principal
Kara Kosmes, Business Manager

Ms. Gilbert called the meeting to order at 6:35 P.M. Ms. Gilbert began the meeting with the pledge of allegiance.

PUBLIC COMMENT

There was no public comment.

By motion of Ms. True, seconded by Mr. LeSage to approve the Minutes of the Regular School Committee meeting for June 12, 2019 as presented. Approved – 4 Abstained (B. Fichera, D. Irving, S. Wood, L. O'Connor)

By motion of Mr. LeSage, seconded by Mr. Murphy to accept the Treasurer's Reports for June and July 2019 as presented. Unanimous

Ms. Gilbert report that Ms. Pocsik, the Treasurer requested student activity account authorizations from the School Committee in accordance with JJF-Student Activity Accounts Policy.

By motion of Mr. Irving, seconded by Mr. LeSage to authorize the Principal to accept money for the following existing student activity organizations: Class of 2020, Class of 2021, Class of 2022, Class of 2023, Field Trips, Gay/Straight Alliance, Journalism, Key Club, MultiCultural Club, Music/Drama, Peer to Peer, Ski Club, Student Council, S.A.D.D., United Nations, Skills, Yearbook, Cosmo Tips, Poets Inn Tips, Robotics, Carpentry, Interact Club, and General Student Activities. Unanimous

OLD BUSINESS

Ms. Gilbert provided the results of the Superintendent's evaluation. She tabulated the results from 14 members. The results for each Standard were as follows: Standard I - 7 Exemplary and 7 Proficient; Standard II - 9 Exemplary and 5 Proficient; Standard III - 4 Exemplary and 10 Proficient; and Standard IV - 7 Exemplary and 7 Proficient. She also provided general comments from members. Ms. Lynch thanked the Committee for a wonderful evaluation and thanked the Administrative Team because she couldn't do it without them.

STUDENT REPRESENTATIVE

There was no Student Representative report.

SUPERINTENDENT'S REPORT

Personnel Action

The Superintendent, Maureen Lynch reported on the hiring of two (2) mathematics instructors, a health assisting instructor, a special education instructor, a coordinator of cooperative education, an individual for the evening school fall 2019 brochure, evening school director, fall 2019 coaches, individuals to create and implement professional development on management and entrepreneurship for vocational technical areas, an electrician to work in the summer 2019, individuals to work in the advanced manufacturing partnership program with Haverhill High School, Title I parent liaisons, tutors for students out for medical reasons and Spanish translators for 2019-2020. She also reported on the resignations of an attendance monitor, special education instructor, health assisting instructor, evening school cosmetology instructor, a teacher aide and transportation coordinator for retirement purposes.

Budget Update

There was no budget update.

MCAS Update

Ms. Lynch reported that approximately 200 freshman and sophomores attended the MCAS summer program for either 2 or 4 weeks during the month of July. Students worked in English, Math, and Biology to prepare for the MCAS in the spring of 2020 and 2021. MCAS scaled scores and performance levels have still not been released by the

DESE for any of the MCAS exams taken this past spring. Whittier administered the Biology MCAS for the first time to all grade 9 students this past June. In the future, only grade 9 students will take the Biology MCAS exam. In the spring of 2020, the Biology MCAS will also be given on a device as the English and Math were administered in the spring 2019.

Superintendent's Update

Ms. Lynch reported that on Wednesday, June 19, 2019, she attended the Haverhill City Council meeting along with Kara Kosmes and School Committee member, Richard Early. On Thursday, June 20, 2019, she attended the 2019 Massachusetts Celebration Honoring Excellence in Teaching at the State House in Boston. Roxann Grover was a semi-finalist and was there with her daughter, Mr. Laganas, Kelly Fay and the Superintendent. Ms. Lynch could not thank Roxann enough for all she has done for Whittier Tech over her 40 year tenure. On Wednesday June 26 -28, 2019, she attended the Skills USA competition in Louisville, Kentucky. She publicly thanked Jane and Paul Moskevitz, Bruce Boisselle, Linda Sarno, Kris Crovetti, Paul DeBenedictis and Melissa Cook for volunteering their time to take students on this once in a lifetime trip and experience. The pace was exhausting but they did bring home a silver medal. On Monday, July 8th through Thursday, July 11, 2019, she attended the MASS Executive Institute in Falmouth along with Chris Laganas and Patty Lowell. The speakers were amazing and inspirational. On Wednesday, August 7, 2019 and Thursday, August 8, 2019, she attended the MAVA Board of Directors' Planning Retreat in Devens. The Commissioner for the State spoke and they were all in agreement that they want as many students to have the opportunity to seek a vocational education if they so desire. For the Class of 2023 as of August 14, 2019: 548 in-district applications have been processed; 436 have been accepted (80%) and 359 have enrolled (82% enrollment rate). Total enrollment as of August 14th is 1280. On October 1st, she expects enrollment to be up approximately 30 students over last year. Ms. Lynch reported that as a result of the high enrollment and no longer having Title I classes the numbers in the Spanish classes were over 35. As a result, she hired a part-time Spanish instructor for the 2019-2020 school year. She informed the Chair of the need and there is money in that line item because of cost savings with new staff. On Monday, August 12th, Haverhill YMCA did have an Open House for the new Childcare Center. Ms. Lynch thanked the maintenance staff for their hard work in renovating the classrooms, bathrooms and office space. Fire inspection was August 13th and the building inspector was in August 14th. The Turf Field is going along as scheduled. There will be a scoreboard that will have the ability to use videos. It will be a state-of-the-art field and she is looking forward to the first game out on the field. On Thursday, August 29th, Ms. Lynch will be going to Worcester Vocational Technical High School to hear about a

capital skills grant to support Whittier's HVAC program. She hopes to bring back good news. Ms. Lynch reminded School Committee members about the golf tournament for the Whittier Tech Foundation on August 15, 2019.

Ms. Lynch recommended that the School Committee vote to approve the appointment of Karen O'Reilly as the Attendance Monitor.

By motion of Mr. Irving, seconded by Mr. Murphy to approve the appointment of Karen O'Reilly as the Attendance Monitor as recommended by the Superintendent. Unanimous

PRINCIPAL'S REPORT

Mr. Chris Laganas, the Principal provided a copy of the 2018-2019 Evaluation of the School Improvement Plan and the proposed 2019-2020 School Improvement Plan for review and approval. He stated that the changes are highlighted in yellow and provided an overview.

By motion of Mr. Irving, seconded by Mr. Wood to accept the proposed 2019-2020 School Improvement Plan as presented. Unanimous

Mr. Laganas presented changes to the Cell Phone Usage section in the Student Handbook for review and acceptance. The Committee would like to change the 4th bullet point to read "If students are found to be in violation of any of the above policies, this will result in disciplinary action, and the student can be written up for refusal to comply." There were also suggestions that a letter should be sent to parents letting them know that if they need to contact their child to contact the office not the student's cell phone. They also suggested that staff not use their cell phones in the classroom.

By motion of Mr. LeSage, seconded by Mr. Wood to accept the proposed Cell Phone Usage changes to the Student Handbook as amended. Unanimous

Mr. Laganas' back to school video to staff was showed to the Committee.

BUSINESS MANAGER'S REPORT

Ms. Kara Kosmes, the Business Manager provided the variance analysis for the FY19 fiscal year end and budget line item transfers in the amount of \$1,848,946.00. This

transfer will bring all district accounts to a positive balance. The last column in the variance report shows what the ending balance in each account will be after the transfer.

By motion of Mr. Wood, seconded by Mr. LeSage to authorize budget line item transfers in the amount of \$1,848,946.00 as outlined in the Business Manager's memorandum of August 5, 2019. Unanimous

Ms. Kosmes provided bid results for "On-Call" Architectural Design Services and Compliance Monitoring and Professional Engineer Operational Consulting Services for informational purposes.

COMMITTEE CHAIRPERSON

Ms. Gilbert went over the annual agenda items for September.

SUBCOMMITTEE REPORTS

The Executive Subcommittee has not met.

The Instructional Subcommittee has not met.

The Plant Operations Subcommittee met June 12, 2019. They will meet again on September 11, 2019 at 6:15 PM.

By motion of Mr. Wood, seconded by Mr. LeSage to approve the minutes of June 12, 2019 as presented. Approved – 1 Abstained (L. O'Connor)

The Salary & Negotiations Subcommittee has not met.

The Policy Subcommittee met August 14, 2019. They reviewed the proposed changes to the Admission Policy.

By motion of Mr. Irving, seconded by Dr. Testaverde to suspend the rules and have a first and final reading on the proposed Admission Policy. Unanimous

By motion of Mr. Irving, seconded by Mr. Murphy to approve the admission policy for first and final reading as presented. Unanimous

Ms. Gilbert would like the Policy Committee to look at establishing a policy for when a school committee member asks to go to a conference and/or workshop and the District pays for it but the member does not attend the conference. Ms. Gilbert stated the School Committee member should have to reimburse the school. It was suggested that we check with other schools and come up with a generic policy to be presented to the Policy Subcommittee for review.

MEETING DATES

The Regular School Committee meeting is September 11, 2019 at 6:30 pm.

NEW BUSINESS

Ms. Gilbert stated that the Superintendent is attending a conference in February and will not be able to attend the February 12th school committee meeting. Therefore, she would like to move the meeting to February 5, 2019.

By motion of Mr. Early, seconded by Mr. LeSage to move the school committee meeting to February 5, 2019 at 6:30 pm as requested by the Superintendent.
Unanimous

EXECUTIVE SESSION

Ms. Gilbert stated that she needs a motion to enter into Executive Session to discuss strategy with respect to litigation, as an open meeting may have a detrimental effect on the litigating position of the School Committee and upon completion of Executive Session will adjourn.

By motion of Mr. Murphy, seconded by Mr. James to enter into Executive Session to discuss strategy with respect to litigation, as an open meeting may have a detrimental effect on the litigation position of the School Committee and upon completion of Executive Session will adjourn. Unanimously approved by roll call vote.

Respectfully submitted,
Lisa Rand
Recording Secretary