



## WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

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A regular meeting of the Whittier Regional Vocational Technical High School Committee was held hybrid (remote/in-person) on **Tuesday, August 8, 2023** via ZOOM Teleconferencing at 115 Amesbury Line Rd., Haverhill, MA per the Act extending certain COVID-19 measures adopted during the State of Emergency, specifically suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20 until March 31, 2025.

Members Present: Johanna True      Scott Wood      Ron Fitzgerald  
                         Brett Murphy      Sandi Coppinger      Garry James  
                         Dave Irving      Richard Early      Kurt Slevoski

Members Remote: Lisa O'Connor

Members Absent: Chip O'Connor, Joe Haberland, Greg Noyes, George Lay

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

Mr. James stated that the meeting was being recorded and held hybrid (remote/in-person) via ZOOM Teleconferencing per the Act extending certain COVID-19 measures adopted during the State of Emergency. This Act includes an extension, until March 31, 2025, of the remote meeting provisions. Mr. James called the meeting to order at 6:30 P.M. Mr. James took attendance. All members listed as present were in attendance at Whittier Tech High School. Lisa O'Connor was present remotely via ZOOM Teleconferencing. Mr. James began the meeting with the pledge of allegiance.

### PUBLIC COMMENT

Mr. James asked if there was any public comment. There was no public comment.

By motion of Mr. Irving, seconded by Mr. Wood to approve the Minutes of the Regular School Committee meeting for June 14, 2023 as presented. Unanimously approved by roll call vote

By motion of Ms. Coppinger, seconded by Ms. True to approve the Treasurer's Reports for June & July 2023 as presented. Unanimously approved by roll call vote

Mr. James reported that Mr. Mahoney, the Treasurer requested student activity account authorizations from the School Committee in accordance with JJF-Student Activity Accounts Policy.

By motion of Mr. Wood, seconded by Mr. Murphy to authorize the Principal to accept money for the following existing student activity organizations: Class of 2020, Class of 2021, Class of 2023, Class of 2024, Class of 2025, Class of 2026, Class of 2027, Field Trips, Gay/Straight Alliance, Journalism, Key Club, MultiCultural Club, Music/Drama, Peer to Peer, Ski Club, Student Council, Skills, Yearbook, Cosmo Tips, Poets Inn Tips, Robotics, General/Misc Student Activities. Unanimously approved by roll call vote

#### OLD BUSINESS

There was no old business posted.

#### STUDENT REPRESENTATIVE

There was no student representative report.

#### SUPERINTENDENT'S REPORT

##### Personnel Action

The Superintendent, Maureen Lynch reported on the hiring of an electrical instructor, school psychologist, two moderate disability instructors, an accounts payable clerk, a part-time cafeteria worker, a maintenance mechanic, a confidential administrative assistant to the Principal/Asst. Supt. & Associate Principal, a marketing instructor, class and club advisors for 23-24 and fall coaches for 23-24. Ms. Lynch asked the school committee for approval of the appointment of the new attendance monitor, Heidi Hannon.

By motion of Mr. Wood, seconded by Mr. Fitzgerald to approve the appointment of the new attendance monitor, Heidi Hannon effective August 28, 2023.  
Unanimously approved by roll call vote

She also reported on the resignations of a teaching assistant, cafeteria worker/route bus driver, three route bus drivers, a science instructor for retirement purposes and a math instructor.

#### Budget Update

Ms. Lynch reported that Ms. Kosmes will provide an updated variance report later in the evening.

#### MCAS Update

Ms. Lynch reported that this summer Whittier held an MCAS summer camp offering English, mathematics and biology skill work. There were 120 students that attended the program.

#### School Building Update

Ms. Lynch reported that they have had several meetings over the last couple of months. On August 9, 2023, they will be meeting with local town clerks to go over the district wide election that will be some time tentatively in January. Superintendent Lynch, Kara Kosmes, David Sandoin, Whittier's OPM, and Kevin Mahoney will be discussing logistics and timing with the clerks. Ms. Lynch will provide more updates in September. MSBA's tentative approval for Whittier's schematic design is December 13th. At that point the clock starts ticking and Whittier has 120 days to receive approval for the project by Whittier's communities.

#### Superintendent's Update

Ms. Lynch provided an update. On Thursday, June 15, 2023, she attended the school building city department meetings preliminary project review. JCJ, Consigli Construction, Leftfield, Kara Kosmes, Chris Laganas along with Haverhill City Department Heads attended this meeting to go over the preliminary plans and design for the school building. On Thursday, June 15, 2023, she attended the MEP Systems remote meeting. They looked at the differences in HVAC components. The School Building Committee chose GeoThermal. They are now in the process of looking into rebates with MassSave and other agencies. On Thursday, June 15, 2023, she attended the Salisbury Chamber Annual recognition dinner at Sylvan Street Grille along with Chris Laganas. They were able to meet with local selectmen and local constituents to discuss the upcoming building project. On Friday, June 16, 2023, she attended the remote Site Plan follow-up meeting. At this meeting they discussed parking and school traffic plans. On Wednesday, June 21- 23, 2023, she attended the SkillsUSA Nationals. She reported that Whittier students won gold in all of the contests they

participated in. It was an amazing experience for all who attended. She gave a special thank you to Jane Moskevitz, Paul Moskevitz, Dr. Beverly Stickles, Bruce Boisselle, Catherine Staunton and Bob Beaton for attending. They gave up part of their summer vacation and volunteered to chaperone the students. On Wednesday, July 5th, July 26 and August 2nd, she attended Whittier's weekly executive project meetings. She reported that they are on target for the end of September to submit the Schematic Design to MSBA. On Thursday, July 7, 2023, she attended the Whittier Tech Design update meeting. On Tuesday, July 11-13, 2023, she attended the MASS Conference. It was an amazing opportunity for her to meet with other Superintendents across the state while receiving professional development. On Monday, July 17-19, 2023, she attended the Women's Power Trip Conference. This conference provided her with professional development in the areas of technology, leadership, and school culture. On Thursday, July 20, 2023, she attended the Whittier Tech Site update remote meeting. They reviewed the designs of the new building. On Tuesday, July 25, 2023, she attended the school building committee meeting. The committee had the opportunity to review current schematic designs, review HVAC options, and plans for the next meeting. On Friday, July 28, 2023, she attended a remote meeting with Rick Manley, Kara Kosmes, and Kevin Mahoney. They discussed their upcoming meeting with the city clerks in the district. They will be meeting on August 9th at 9:00 a.m. in the Poet's Inn. On Tuesday, August 8th, she attended the Merrimack Valley Chamber of Commerce meeting. Ms. Lynch provided the results of the End of the Year Survey given to all staff. The administration has reviewed the results and incorporated adjustments to practice either in the School Improvement Plan or in their own evaluation goals.

#### PRINCIPAL'S REPORT

Mr. Chris Laganas, the Principal, provided a copy of the 2022-2023 evaluation of the school improvement plan for informational purposes. He also provided the proposed 2023-2024 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 2023-2024 School Improvement Plan as presented. Unanimously approved by roll call vote

#### BUSINESS MANAGER'S REPORT

Ms. Kara Kosmes, the Business Manager reported that the variance report for the FY23 fiscal year end was provided for informational purposes and includes columns which align to the transfer request provided in their packets. The transfer will bring all district

accounts to a positive balance. She stated that 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. Fitzgerald to transfer \$1,475,054.00 as outlined in the Business Manager's memorandum dated July 28, 2023.  
Unanimously approved by roll call vote

Ms. Kosmes provided a bus loan update. She stated that the district received an unprecedented amount of grant funding in FY23 which created significant savings in the district budget. Some of the savings were used to pay off the loan for the 17 buses that had been previously leased. Ms. Kosmes provided an update on the Whittier Tech Education Foundation. She stated that the 6th annual golf tournament will be held on Monday, August 14th at the Black Swan Country Club in Georgetown. There are a few spots available for golfers or for those who may want to come for lunch. The sign up information can be found on the Whittier Tech website under the Foundation tab.

#### COMMITTEE CHAIRPERSON

Mr. James went over the annual agenda items for September.

#### SUBCOMMITTEE REPORTS

The Executive Subcommittee has not met.

The Instructional Subcommittee has not met. They will meet in the fall.

The Plant Operations Subcommittee met August 8th at 5:30 pm. They appointed Mr. Murphy as chairperson of the Plant Operations subcommittee.

The Salary & Negotiations Subcommittee has not met.

The Policy Subcommittee met June 14, 2023 and August 8, 2023.

By motion of Mr. Irving, seconded by Mr. Wood to approve the minutes of June 14, 2023 as presented. Unanimously approved by roll call vote

The following policies were presented for a second and final reading: AA-Regional School District Legal Status; BDFA-E - School Improvement Plan; BDFA - School Council; CHA/CHC - Development and Dissemination of Procedures; JICK - Harassment of Students; KE - Public Complaints; JB - Equal Educational Opportunities; JBB - Educational Equity; JFABE - Educational Opportunities for Military Children; JFABF - Educational Opportunities for Children in Foster Care; JH - Student Absences and Excuses; JHD - Exclusions and Exemptions from School Attendance; JIC - Student Discipline; JICA - Student Attire; JICE - Student Publications; JICFA - Prohibition of Hazing; JICFB - Bullying Prevention; JIH - Searches and Interrogations;

JII - Student Complaints and Grievances; JJ- Co-Curricular and Extracurricular Activities; JJE - Student Fund-Raising Activities; JJF -Student Activities Accounts; JJIB - Interscholastic Athletics; JKAA - Physical Restraint of Students; JL - Student Welfare; JLC - Student Health Services and Requirements; JLCB - Immunization of Students; JLCC - Communicable Diseases; JRD - Student Photographs; KA - School/Community Relations Goals; KBA - School-Parent/Guardian Relations Goals; KBE -Relations with Parent/Booster Organizations; KDB - Public's Right to Know; KDD - News Media Relations/News Releases

By motion of Mr. Irving, seconded by Mr. Wood to approve AA-Regional School District Legal Status; BDFA-E - School Improvement Plan; BDFA - School Council; CHA/CHC - Development and Dissemination of Procedures; JICK - Harassment of Students; KE - Public Complaints; JB - Equal Educational Opportunities; JBB - Educational Equity; JFABE - Educational Opportunities for Military Children; JFABF - Educational Opportunities for Children in Foster Care; JH - Student Absences and Excuses; JHD - Exclusions and Exemptions from School Attendance; JIC - Student Discipline; JICA - Student Attire; JICE - Student Publications; JICFA - Prohibition of Hazing; JICFB - Bullying Prevention; JIH - Searches and Interrogations; JII - Student Complaints and Grievances; JJ- Co-Curricular and Extracurricular Activities; JJE - Student Fund-Raising Activities; JJF -Student Activities Accounts; JJIB - Interscholastic Athletics; JKAA - Physical Restraint of Students; JL - Student Welfare; JLC - Student Health Services and Requirements; JLCB - Immunization of Students; JLCC - Communicable Diseases; JRD - Student Photographs; KA - School/Community Relations Goals; KBA - School-Parent/Guardian Relations Goals; KBE -Relations with Parent/Booster Organizations; KDB - Public's Right to Know; KDD - News Media Relations/News Releases for a second and final reading as presented. Unanimously approved by roll call vote

#### MEETING DATES

The Regular School Committee meeting is September 13, 2023 at 6:30 pm.

#### NEW BUSINESS

There was no new business posted. However, Mr. James asked if there were any objections to changing the November school committee meeting to Monday, November 6th and the February school committee meeting to Tuesday, February 13th. There were no objections to the change.

EXECUTIVE SESSION

There was no Executive Session posted.

By motion of Mr. Irving, seconded by Mr. Wood to adjourn at 7:10 P.M.  
Unanimously approved by roll call vote

Respectfully submitted,  
*Lisa Rand*  
Recording Secretary