



## WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

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A regular meeting of the Whittier Regional Vocational Technical High School Committee was held on **Wednesday, October 17, 2018**, at 115 Amesbury Line Road, Haverhill, Massachusetts.

Members Present: Alana Gilbert      Garry James      Ben Fichera  
Paul Tucker      Charlie LaBella      Scott Wood  
Lisa O'Connor      Brett Murphy  
Johanna True      Jo-Ann Testaverde

Members Absent: Chip O'Connor, Dave Irving, Tony LeSage, Dick Early

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

Ms. Gilbert called the meeting to order at 6:33 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 Ms. True to approve the Minutes of the Regular School Committee meeting for September 12, 2018 as presented.  
Approved – 2 Abstained (L. O'Connor, C. LaBella)

By motion of Dr. Testaverde, seconded by Mr. Murphy to accept the Treasurer's Report for September as presented. Unanimous

### OLD BUSINESS

There was no old business posted.

### STUDENT REPRESENTATIVE

Andrew McFarland was not present.

## SUPERINTENDENT'S REPORT

### Personnel Action

The Superintendent, Maureen Lynch reported on the hiring of a part-time security officer, an interim maintenance mechanic, a cafeteria helper, a route bus driver, an articulation agreement coordinator, an early college program coordinator, a portfolio liaison, a concurrent enrollment liaison, mental health PD counselors, instructional technology assistants, an AP coordinator/liaison, class/club advisors and co-op coordinator 2018-2019, evening school instructors and clerical help for evening school registration.

### Budget Update

There was no budget update.

### MCAS Update

Ms. Lynch reported that Katrina Jensen, Coordinator of Data & Assessment was at the meeting and would be presenting a presentation on MCAS.

### Superintendent's Update

On Friday, September 14, 2018, Ms. Lynch attended the MAVA Officers' meeting at Bay Path Vocational Technical School in Charlton. On Monday, September 17, 2018, Ms. Lynch and Beverly DeSalvo, the Vocational/Technical Coordinator met with Tracy Fuller from the YMCA. They discussed a possible early childhood program. On Wednesday, September 19, 2018, Ms. Lynch attended the Merrimack Valley Chamber of Commerce Board of Directors' meeting at Pentucket Bank in Haverhill. On Wednesday, September 26, 2018, Ms. Lynch met with Taverse Company regarding the turf field. On Thursday, September 27, 2018, Ms. Lynch attended the Haverhill Chamber of Commerce and Haverhill City Council "an evening with General Jack Gardner" at Battle Grounds Coffee Company in Haverhill along with Beverly DeSalvo, the Vocational/Technical Coordinator. On Thursday, September 27, 2018, Ms. Lynch attended the College Affordability Program put on by Representative Vargas at the UMass Lowell Innovation

Hub in Haverhill. On Friday, September 28, 2018, Ms. Lynch attended the North Shore Superintendents' Roundtable meeting in Danvers. On Tuesday, October 2, 2018, Ms. Lynch attended the VSIP meeting at Nashoba Tech. On Wednesday, October 3, 2018, Ms. Lynch met with Charter Brothers regarding the new Allied Health Center. On Wednesday, October 3, 2018, Ms. Lynch attended the Merrimack Valley Chamber of Commerce Annual Dinner at DiBurro's. On Friday, October 5, 2018, Ms. Lynch hosted an area Superintendent meeting. In attendance was Brent Conway from Pentucket, Jared Fulgoni from Amesbury, and Sean Gallagher from Newburyport. At the meeting, Ms. Lynch shared with the area Superintendents Whittier's plan to expand its night school vocational programs to include cosmetology, advanced manufacturing, and licensed practical nursing. On Tuesday, October 6, 2018, Ms. Lynch met with Ipswich Superintendent, Dr. Brian Blake along with Chris Laganas. They were able to have lunch and take a tour of the building.

Ms. Lynch recommended that the School Committee vote to establish a Peer Leadership Advisor position. She stated that the job responsibilities for this position would include recruiting and training peer leaders in public speaking, mentoring, facilitating groups, and leadership skills; preparing, organizing and facilitating peer leaders during the first day of school and during homeroom visits as they help freshmen; and working collaboratively with other student groups to help the Whittier Tech community.

By motion of Mr. Wood, seconded by Mr. Tucker to approve the Peer Leadership Advisor position as recommended by the Superintendent. Unanimous

Ms. Lynch reported that Skills USA has submitted an overnight field trip request to attend the Skills USA Falls State Leadership Conference in Marlborough on November 18, 2018 – November 20, 2018.

By motion of Mr. Tucker, seconded by Mr. Murphy to approve the overnight field trip request from Skills USA to attend the Skills USA Fall State Leadership conference in Marlborough on November 18 – 20, 2018 as presented.  
Unanimous

Andrew McFarland the Student Representative arrived (6:44 pm)

## STUDENT REPRESENTATIVE'S REPORT

Andrew McFarland provided an update on sports and activities of the different clubs. The girls' soccer team is continuing to improve. The girls' varsity volleyball swept the week of October 1<sup>st</sup> with three (3) wins over Northeast, Academy at Penguin Hall, and Shawsheen. They have a record of 10-4 and 9-3 in the league. They will be heading to the MIAA State Tournament. The varsity cheerleading team is competing on October 20<sup>th</sup> at Ipswich. The boys' and girls' cross country teams will be preparing for the CAC Championship meet on the 27<sup>th</sup>. They have one more home meet. The boys' varsity soccer team has a record of 3-5-2 and will need 5 wins in the remaining 8 matches to qualify for the state tournament. The senior game is October 27<sup>th</sup> at 11:00 am. The varsity football team has a 3-3 record. They had a tough game against Essex Tech last Friday but are hoping to bounce back this week against Northeast. The Chess Club is meeting every Thursday. There are many students who are just beginning to learn so they are playing competitive "open" games so they can learn how the pieces move and support each other. The Chorus is rehearsing for their performance at Open House. They are still working on selecting their spring musical. Auditions for that will be held in early November. Student Government had a very successful Spirit Week and Pep Rally to start off the school year. The Gay/Straight Alliance Club usually will meet every other Thursday. They are looking forward to planning an event in January for "No Name-Calling Week" as well as having some guest speakers. The Key Club meets on Thursday afternoons during Week 1. Recently, members volunteered during the Haverhill Gazette Santa Fund Hole-In-One, providing 52 hours of service to the community. Peer-to-Peer Club is asking everyone to join them in wearing Pink on Friday, October 19<sup>th</sup> for "Breast Cancer Awareness" month. On Thursday, November 1<sup>st</sup>, Peer-to-Peer and the Above the Influence Program are holding a fundraising walk for Domestic Violence Awareness. All proceeds will be donated to programs that help adolescents who have been affected by domestic violence. On Wednesday, three (3) DECA members attended Fall State Leadership at the Sheraton in Framingham. On January 10, 2019, they will compete in DECA Districts at Merrimack College. They are hoping to have 30 members compete in the event. The Interact Club is meeting on October 18<sup>th</sup> to discuss upcoming events. They will be holding their annual community outreach event at Bethany Homes in Haverhill soon. The Multicultural Club is meeting the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month. They are currently designing a new logo for the club to bring attention to their mission of appreciating and understanding all cultures at Whittier. They are anticipating their annual Coats for Kids drive to begin right after Thanksgiving break.

Ms. Beverly DeSalvo, Vocational/Technical Coordinator provided a PowerPoint presentation on the vocational/technical programs. She reported that Whittier was awarded a Workforce Skills Capital Grant in the amount of \$420,000 for Dental Assisting. They were able to purchase new state-of-the-art dental assisting equipment

and renovate existing space for the Allied Health Center. The Allied Health Center will include dental assisting, health assisting and medical assisting. She reported there are four (4) Dental Operatories (highly specialized space configured to deliver dental treatment to patients while supporting all associated tasks performed by the dentist and assistant) which includes one (1) Sterilization Center; one (1) Plaster Center; one (1) Digital Panoramic X-Ray system and one (1) Dexis Platinum Digital Intraoral X-Ray system. She reported that a dental assisting instructor was hired for this school year. Construction began October 1, 2018 and final approval from DESE will be in June 2018. Dr. Testaverde asked Ms. DeSalvo to explain the difference between health assistant and medical assistant. Ms. DeSalvo stated that health assistants have direct patient care whereas medical assistants do not they are more on the office side of the health profession with no direct patient care. Ms. Gilbert asked if there will be consideration for a radiology program. Ms. DeSalvo stated that it is not a Chapter 74 program at this time. Ms. Lynch stated that hopefully the Allied Health Center will support LPN and dental assisting post-secondary programs in the future. Ms. DeSalvo reported that as of October 1, 2018 there are 141 seniors on co-op working in their trade or 44% of the senior class. She also reported that according to the one year follow up survey for the Class of 2017 there is a 94% positive placement rate.

Ms. Katrina Jensen, Coordinator of Data & Assessment provided an MCAS update through a PowerPoint presentation. She provided an MCAS performance comparison of Whittier vs. State in ELA. Whittier is 5% above the state average in proficient for all students; 6% above the state in the student growth percentile; 19% above the state in proficient and advanced in special education students and 12% above the state in proficient and advanced for economically disadvantaged students. She also provided an MCAS performance comparison of Whittier vs. State in mathematics. Whittier is 5% above the state in proficient for all students; 7.5% above the state in student growth; 17% above the state in proficient and advanced in special education students and 19% above the state in proficient and advanced in economically disadvantaged students. Ms. Jensen provided an MCAS performance comparison of Whittier vs. State in biology. Whittier is 3% above the state in proficient for all students; 14% above the state in proficient and advanced in special education students and 16% above the state in proficient and advanced for economically disadvantaged students. She also provided MCAS competency determination at graduation along with accountability changes. She went over the new indicators and provided the overall results according to these indicators. Mr. LaBella would like to see how we compare with our sending districts.

Ms. Jensen will provide that information. Mr. LaBella also discussed obtaining accountability information for the sending districts. Ms. Gilbert stated that the School Committee should only be concerned with how the students are improving when they come to Whittier.

Ms. Patricia Lowell, Director of Pupil Personnel Services provided the October 1, 2018 School Census. For informational purposes, she also provided the October 1, 2017 School Census report and a comparison between the two years. Currently, the Special Education population is at 22.9%, which is 0.8% lower than last year's percentage of 23.7%. There was a brief question and answer session that followed her presentation.

#### PRINCIPAL'S REPORT

Mr. Chris Laganas, the Principal provided a principal's update. He reported that Spirit Week was held September 24<sup>th</sup> – September 28<sup>th</sup> and was another success this year. Each day was a different theme which included, Tie Dye Day, Hawaiian Day, Squad Day, Throwback Thursday, Class Color Day and a Pep Rally at the end of the week. There was friendly competition between classes some events included a tug of war and basketball shooting. The senior class won the Spirit Week trophy for the second year in a row. Mr. Laganas thanked the Student Government Advisors, student advisors, students, security staff and the entire staff for helping and planning a fun week. The "Above the Influence" continues with the goal, which is to help teens stand up to negative pressures and influences is presenting a "Community Impact Panel" to the student body on October 30<sup>th</sup>. Open House will be held on Sunday, November 4<sup>th</sup> from 1 – 4 pm. Invitations and preparation for the event continues. The Guidance Department hosted a college fair on Thursday, October 11<sup>th</sup> during lunches in the gymnasium for juniors and seniors. The entire gymnasium was full with 46 colleges that participated. Whittier continues its commitment to the safety of students and staff through ongoing monitoring of school safety procedures and protocols. A few weeks ago, we had an enhanced lockdown training "Shelter-in-Place". The Booster Club is in the process of starting their next fundraiser "The Mann Orchard Pie Fundraiser". Pie order forms will be distributed soon.

## BUSINESS MANAGER'S REPORT

Ms. Kara Kosmes, the Business Manager provided the five-year capital plan for the Committee's review according to the annual agenda. This serves as a planning document that is updated each year to project the District's capital needs over a 5 year period and is used in the budget development process. She reported that a fourth Statement of Interest has been submitted with the Massachusetts State Building Authority and if it is accepted, many of the infrastructure items identified on this list will be addressed through that process. Mr. LaBella wants to look at leasing more buses. Ms. Kosmes also provided the variance report according to the annual agenda. The budget was prepared with the assumption that salaries would increase 2.5%. The actual salary increases were 3% due to the fact that the employee health insurance share was increased from 25% to 27.5%. Salary overages are highlighted in blue and salaries with available balances are highlighted in orange. The available balances in these salary accounts are due to staff attrition and redeployments. A transfer will be presented at the November School Committee meeting to balance the salary accounts.

## COMMITTEE CHAIRPERSON

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

## SUBCOMMITTEE REPORTS

The Executive Subcommittee has not met.

The Instructional Subcommittee met on September 19, 2018.

By motion of Dr. Testaverde, seconded by Mr. Murphy to approve the minutes of September 19, 2018 as presented. Unanimous

The Plant Operations Subcommittee met September 12, 2018.

By motion of Mr. Tucker, seconded by Mr. Wood to approve the minutes of September 12, 2018 as presented. Unanimous

The Salary & Negotiations Subcommittee met September 12, 2018.

By motion of Mr. Murphy, seconded by Dr. Testaverde to approve the minutes of September 12, 2018 as presented. Unanimous

The Policy Subcommittee met September 12, 2018. There are policies to approve for a first reading.

By motion of Dr. Testaverde, seconded by Mr. LaBella to accept the following policies for a first reading as presented: JFABE, JFABF, JICH, GBEBD, ILD, BEDA, BBBA/BBBB. Unanimous

By motion of Mr. Tucker, seconded by Dr. Testaverde to approve the minutes of September 12, 2018 as presented. Unanimous

#### MEETING DATES

The Regular School Committee meeting is November 14, 2018 at 6:30 pm.

#### NEW BUSINESS

There was no New Business posted.

#### EXECUTIVE SESSION

Ms. Gilbert stated that there is a need to enter into Executive Session to conduct contract negotiations with non-union personnel – Human Resource Director/Administrative Assistant to the Superintendent and upon completion of Executive Session will return to open session.

By motion of Mr. James, seconded by Mr. Murphy to enter into Executive Session. Approved unanimously by roll call vote

The Committee went into Executive Session at 7:48 P.M.

Lisa Rand left the meeting and Kara Kosmes took the minutes.

The Committee returned to Open Session at 8:12 P.M.

By motion of Mr. Wood, seconded by Mr. Murphy to accept the proposed three (3) year contract for the Human Resource Director/Administrative Assistant to the Superintendent, salary and job description as recommended by the Superintendent and approved by the Salary Negotiations subcommittee. Approved by roll call vote – Unanimous



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By motion of Dr. Testaverde, seconded by Mr. Tucker to adjourn at 8:15 P.M.  
Unanimous

Respectfully submitted,  
*Lisa Rand*  
Recording Secretary