



## School Committee

### MINUTES OF THE CHELSEA SCHOOL COMMITTEE MEETING

January 15, 2015

**Approved 3-5-15**

The Chelsea School Committee met on Thursday, January 15, 2015 in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

**Members Present:** Rosemarie Carlisle, Lucia Colon, Edward Ells, Ana Hernandez, Charles Klauder, Lisa Lineweaver, Shawn O'Regan and Jeanette Velez.

**Also Present:** Superintendent Dr. Mary Bourque, Executive Director of Administration and Finance Gerald McCue, Assistant Superintendent Linda Breau, Human Resource Director Tina Sullivan, Asst. Human Resource Director Ellen Benson, Interim City Manager Ned Keefe, City Clerk Deborah Clayman, School Business Manager and School Committee Clerk Barbara Martin. .

**The meeting was called to order at 7:00p.m.**

**Pledge of Allegiance:**

**School Committee Minutes:** The minutes of the December 4, 2014 School Committee Meeting were unanimously approved.

- At this time Mr. Ells made a motion to discuss agenda items out of order. There being no objections Mr. Ells moved to approve the Wage Reopener Agreement between the Chelsea School Committee and A.F.S.C.M.E Local 708 Security Monitors.

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y

Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Edward Keefe	Y

Having nine votes in the affirmative the motion was approved.

- Mr. Ells moved to approve the Wage Reopener Agreement between the Chelsea School Committee and A.F.S.C.M.E Local 708 Food Service Workers.

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Edward Keefe	Y

Having nine votes in the affirmative the motion was approved.

Mr. Ells moved to approve the Wage Reopener Agreement between the Chelsea School Committee and A.F.S.C.M.E Local 708 Custodial and Maintenance Workers. Mr. Ells moves to approve the Contract Amendment between the Chelsea School Committee and A.F.S.C.M.E Local 708 Security Monitors. (Enclosure J). NOTE: All proposals are pending ratification by A.F.S.C.M.E., Local 708.

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Edward Keefe	Y

Having nine votes in the affirmative the motion was approved.

- Mr. Ells moved to approve the Contract Amendment between the Chelsea School Committee and A.F.S.C.M.E Local 708 Food Service Workers.

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB

Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Edward Keefe	Y

Having nine votes in the affirmative the motion was approved.

Mr. Ells moved to approve the Contract Amendment between the Chelsea School Committee and A.F.S.C.M.E Local 708 Custodial and Maintenance Workers.

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Edward Keefe	Y

Having nine votes in the affirmative the motion was approved.

**Public Comment:** None

**Report of the Superintendent of Schools:**

**Student Achievement:** Asst. Superintendent Linda Breau discussed the District Indicators of Success from December 2014.

Indicator 1-Attendance year to date was 94.9%, up slightly from last year to date.  
Indicator 2- Annual dropout rate from July 1, 2014 to December, 2014 stands at 61.  
Indicator 10-Student Mobility was 11.6% year to date compared to 9.4% last year.  
A copy of this report is enclosed and forms a part of these minutes.

**Personnel Report:** Dr. Bourque commended the personnel report to the record.

**Enrollment Report:** Dr. Bourque commended the enrollment report to the record. As of January 5, 2015 the district-wide enrollment was 6,544 students, including 140 students in out-of-district placements. In addition, there are 4 Chapter 768 students for whom the district has financial responsibility.

**Committee Reports:**

- **Human Resources:** Mr. Ells reported that the subcommittee last met on December 10, 2014. A copy of the report is attached and forms a part of these minutes.
- **Policy and Procedures:** Mr. O'Regan reported that the subcommittee last met on December 10, 2014. A copy of the report is attached and forms a part of these minutes
- **Budget and Finance:** Ms. Lineweaver reported that the subcommittee last met on December 18, 2014. A copy of the report is attached and forms a part of these minutes

**New Business:**

- Ms. Lineweaver moved to accept a Private Grant - pass through Chelsea Education Foundation \$144,575.00

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y

Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y

Having eight votes in the affirmative the motion was approved.

- Ms. Lineweaver moved to accept the following Private grant (Verizon Foundation) Verizon Innovate Learning Award– \$20,000

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y

Having eight votes in the affirmative the motion was approved.

- Ms. Lineweaver moved to accept the following grant for the 2014-2015 school year:

Federal pass through the Department of Elementary and Secondary Education (DESE) – \$9,720

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y

Having eight votes in the affirmative the motion was approved.

- Ms. Lineweaver moved to extend the current contract for natural gas with Power Options for an additional twelve months for a total contract period of four years.

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y

Shawn O'Regan	Y
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Having eight votes in the affirmative the motion was approved.

- Ms. Lineweaver moved to extend the current contract for electricity supply with Power Options for a term of four years.

Chairman Hernandez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y

Having eight votes in the affirmative the motion was approved.

**Communications:** Accepted and filed: TRIO Annual Report

**Adjournment:** The meeting adjourned at 7:50 p.m.

**Recorded by**

*Barbara A. Martin*

**Barbara A. Martin  
Business Manager  
Clerk to the Chelsea School Committee**

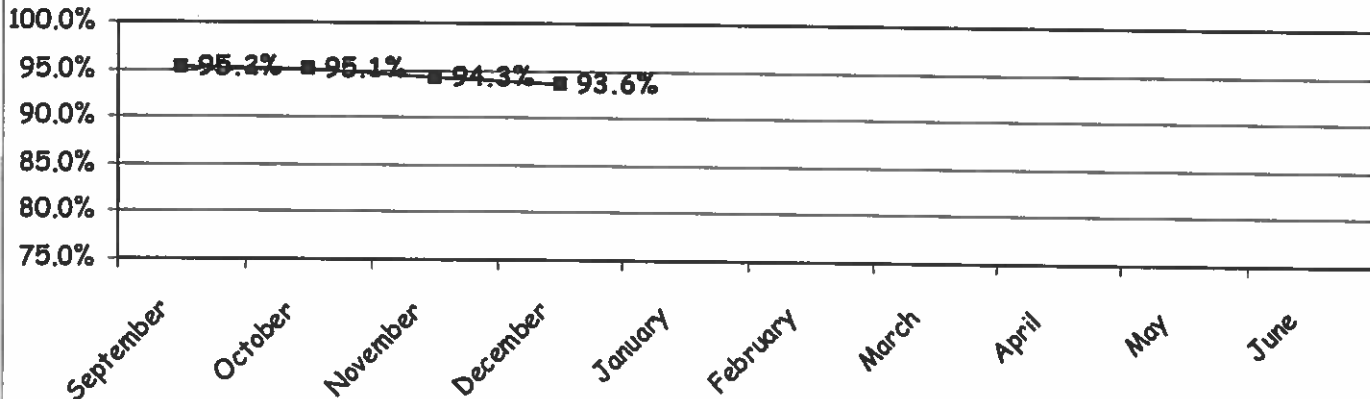


## Indicators for Success December 2014

**Indicator 1: District-wide daily students' attendance rate will be 95%.  
(Report monthly)**

	Sept	October	November	December		January	February	March	April	May	June
	Month	Month	Month	Month	YTD						
Grade 1	96.1%	96.0%	95.3%	95.3%	95.7%						
Grade 2	96.4%	96.2%	96.2%	94.3%	95.8%						
Grade 3	96.6%	96.9%	96.4%	95.9%	96.5%						
Grade 4	96.6%	96.6%	96.0%	95.8%	96.3%						
Grade 5	95.1%	96.8%	96.4%	96.0%	96.0%						
Grade 6	96.0%	96.2%	96.2%	95.3%	95.9%						
Grade 7	96.1%	96.5%	96.0%	94.8%	95.9%						
Grade 8	95.9%	96.0%	95.6%	95.1%	95.7%						
Grade 9	92.6%	91.8%	90.2%	90.0%	91.3%						
Grade 10	92.8%	93.0%	91.1%	89.6%	91.7%						
Grade 11	93.1%	91.5%	90.8%	89.6%	91.4%						
Grade 12	91.6%	91.0%	88.9%	88.0%	90.0%						
Post-Graduate	96.1%	97.0%	96.3%	95.3%	97.2%						
Kindergarten	94.9%	95.2%	93.6%	92.7%	93.8%						
Grade PreK	95.9%	95.1%	93.5%	92.6%	94.2%						
District Total	95.2%	95.1%	94.3%	93.6%	94.9%						

**District Attendance Percentage**



**Indicator 2. District annual dropout rate will not exceed 3%.  
(Report annually)**

**Data for each year is year to date**

	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Oct. 1 <sup>st</sup> Enrollment CHS	1369	1353	1330	1372	1408	1527
# of Drop-Outs	59	36	58	42	39	61
Drop-Out %	4.3%	2.7%	4.4%	3.1%	2.8%	4.0%

**CHS Programmatic Breakdown this year to date**

CHS Enrollment	Regular Ed Students	Sped Students	ELL Students
Oct. 1 <sup>st</sup> Enrollment**	965	147	415
# of Drop-Outs	30	8	23
Drop-Out %	3.1%	5.4%	5.5%

\*\*CHS enrollment as of 10/1/2014

**12/01/2014-12/31/2014**

- 7 students have withdrawn
- 1 GED, 6 Plans unknown
- Regular=3, LEP=4
- Grade 9 = 4
- Grade 10 = 2
- Grade 11 = 1

**Indicator 3. Using the Early Warning Indicators, students identified at-risk for dropping out at all levels, elementary, middle and high school, will decrease at least .5% each quarter or 2% per year.**

*Early Warning Indicators - % at High Risk*

Grade Level	2010-11	2011-12	2012-13	2013-14	Q1 2014-15
Elementary	8.11%	3.3%	6.4%	6.6%	4.9%
Middle	3.86%	5.9%	5.8%	5.1%	3.4%
High School	5.63%	6.1%	5.0%	6.9%	3.8%

**Indicator 4. Less than 8% of CHS students will be retained and less than 10% will fail at least one class in grades 9 and 10.**

- In 2009-2010, 146 students were retained (divided by CHS Oct. 1 enrollment of 1,353) for a retention rate of 10.8%.  
In 2009-2010, there were 795 ninth and tenth graders who received a final grade in a core course. 362 of them failed at least one course (45.5%).
- In 2010-2011 There were 369 Grade 9 students - 86 retained (23%) and 360 Grade 10 students - 73 retained (20%).
- In 2011-2012 There were 413 Grade 9 students - 56 retained (13.6%) and 363 Grade 10 students - 43 retained (11.8%).
- In 2012-2013 There were 412 Grade 9 students - 77 retained (18.7%) and 342 Grade 10 students - 58 retained (16.9%).
- In 2013-2014 There were 470 Grade 9 students - 164 retained (34.9%) and 347 Grade 10 students - 45 retained (12.9%).

**Quarter 1 Grades**

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9	597	91	72	90	53	51.3%
10	315	52	44	32	32	46.4%

**Quarter 2 Grades**

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9						
10						

**Quarter 3 Grades**

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9						
10						

**Final Grades**

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9						
10						

**Indicator 5. The percentage of students in grades 5, 6 and 10 who score advanced or proficient on Math MCAS will increase by 2% or more each year.  
(Report yearly)**

Grade Level	2007-08 Adv&Prof Pct	2008-09 Adv&Prof Pct	2009-10 Adv&Prof Pct	2010-11 Adv&Prof Pct	2011-12 Adv&Prof Pct	2012-13 Adv&Prof Pct	2013-14 Adv&Prof Pct
Grade 5	30%	28%	25%	42%	35%	31%	28%
Grade 6	38%	35%	37%	37%	47%	32%	32%
Grade 10	44%	43%	39%	51%	54%	57%	56%

**Indicator 6. 80% of middle school students will read at a Lexile level of 955 or higher by the end of Grade 7.**

**(Report on 3 times per year with SRI results)**

Year	Fall	Winter	Spring
2011-2012	26.3%	25%	38%
2012-2013	20%	35%	42%
2013-2014	23.6%	26.1%	33%
2014-2015	28%		

**Indicator 7. 80% of elementary students will score a 24 or higher on the DIBELS Daze by the end of Grade 4.**

**(Report on DIBELS 3 times per year)**

Year	Fall	Winter	Spring
2011-2012	1%	22%	35%
2012-2013	8%	23%	40%
2013-2014	7%	22%	34%
2014-2015	6%		

**Indicator 8. By June of each school year, 95% or more of Kindergarten students will score in the "Proficient" or "In Process" range on the Phonemic Segmentation Fluency DIBELS subtest (less than 5% will be identified as "at-risk" in Phonemic Segmentation Fluency).**

	At risk	Some risk	Low Risk
2012	9%	11%	81%
2013	10%	9%	81%
2014**	20%	21%	59%
2015			

\*\*During the 2013-2014 school year, the ELC implemented the DIBELS Next 2012 Recommended Benchmark Goals which are considerably higher than the previous versions. This was a significant change from the benchmark goals used in previous years. Therefore, the data from the results of this year's DIBELS assessments cannot be compared to data collected from previous years. As a result the Indicator for Success has to be adjusted as well. NOTED: Referencing the previous benchmark goals, students continued to reach a success rate of 95% or above.

**REVSIED INDICATOR: By June of each school year, 80% or more of Kindergarten students will score in the "Proficient" or "In Process" range on the Phonemic Segmentation Fluency DIBELS subtest.**

**Indicator 9. 50% of Chelsea High School students in AP courses will attain a 3, 4, or 5. 2011 Goal 50%**

	2008-2009	2009-2010	2010-2011	2011-2012	2012-13	2013-14	2014-15
Enrolled in AP courses	192	227	252	301	340	396	409
AP tests taken	192	237	244	288	340	398	
# of Students scored a 3, 4, or 5	90	97	78	98	114	193	
% of Students scored a 3, 4, or 5	47%	41%	32%	34%	34%	48%	

**Indicator 10. Student Mobility - Monthly transfers into and out from the school system after the first day of school**

	Sept 26		Oct 31		Nov 30		Dec 31												TOTAL
	In	Out	In	Out	In	Out	In	Out											
ELC (K only)	53	13	15	8	4	4	1	5											103
Elementary	36	29	26	17	15	16	13	14											166
Middle School	60	55	20	10	14	5	6	11											181
High School	121	48	24	31	16	16	13	20											289
District Total	270	145	85	66	49	41	33	50											739

\*District-wide mobility rate (sum of transfers in and transfers out divided by October 1<sup>st</sup> enrollment (6350)) is 11.6% year to date.

**Student Mobility Rate September 1 - June 30 (10-month calculation)**

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Rate	32.0	32.4	33.7	33.5	23.9	36.0	28.6	37.5	23.6	32.0	28.5	25.0	24.8	17.0	20.0	17.6	20.6	17.0

## HUMAN RESOURCES SUBCOMMITTEE

### MEETING MINUTES

A meeting of the Human Resources Subcommittee was held on Wednesday, December 10, 2014, at 6:45 p.m. at Chelsea City Hall. Present were Ed Ells, Ana Hernandez and Shawn O'Regan, along with Tina Sullivan, Ellen Benson and Dr. Mary Bourque.

The meeting was called to order at 6:45 p.m.

Dr. Bourque reviewed with the subcommittee her mid-cycle status update with respect to goals for the 2013-2015 review period. Dr. Bourque also provided a copy of her self-assessment from December, 2013. Both documents would be reviewed during the upcoming mid-cycle review that will begin in January, 2015.

It was agreed that this review will be added to the agenda for the winter retreat of the school committee that also takes place in January and that this will provide the full committee the opportunity to review the status update and self-assessment prior to submitting individual ratings. Information and documents constituting the evidence for status results with respect to 2013-2015 goals are currently available with the Dr. Bourque and will be available at the retreat.

Ms. Sullivan also informed the subcommittee that the School Department will soon open negotiations with AFSCME with respect to wages, now that the agreement between the CTU and School Committee has been finalized. This is the result of prior language agreed to during negotiations with AFSCME that allowed for a "re-open" of negotiations solely to review wage adjustments going forward.

Meeting adjourned at approximately 7:10 p.m.

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## POLICIES AND PROCEDURES SUBCOMMITTEE

### MEETING MINUTES

A meeting of the Policies and Procedures Subcommittee was held on Wednesday, December 10, 2014, at 6:00 p.m. at Chelsea City Hall. Present were Ed Ells, Ana Hernandez and Shawn O'Regan, along with Dr. Mary Bourque and Kim Huffer, District Wide Coordinator for Social Workers.

The meeting was called to order at 6:00 p.m.

Dr. Bourque reviewed with the subcommittee a new requirement under state law (MGL Ch. 71, Sec. 37Q) related to requirements that each school district develop a list of resources which the District uses when social or emotional difficulties are encountered in students. Though no action is required by the school committee at this time, it may need to approve the resource list sometime in 2015.

Dr. Bourque informed the subcommittee that the district would begin to gather the necessary documentation in anticipation of any actions required in 2015. Kim Huffer, District Wide Coordinator for Social Workers, then reviewed with the subcommittee a preliminary document that identifies the various social-emotional and mental health supports for CPS students and families (see attached).

Following Ms. Huffer's review, and several questions from the subcommittee members, it was suggested that Ms. Huffer come to a future school committee meeting and present the information. Tentative date was scheduled for April, 2015.

Meeting adjourned at approximately 6:25p.m.



## SOCIAL-EMOTIONAL AND MENTAL HEALTH SUPPORTS FOR CPS STUDENTS AND FAMILIES

### **What Mental Health Resources are available within the Chelsea Public Schools?**

The Chelsea Public Schools recognizes the importance of addressing our student's social and emotional health. Each school within the district has at least one full-time school social worker on staff as well as additional supports throughout the district, including guidance counselors, psychologists, and other behavior supports. Along with these CPS staff, the district also partners with the following community agencies to offer school-based services and ongoing programs to further support students and families. These partnerships include:

- **North Suffolk Mental Health**  
301 Broadway  
Chelsea, MA 02150  
1-888-294-7802 (intake appointment)  
(617) 912-7900  
Services include: Child and Family Outpatient and School-Based Counseling, Child Psychiatry, Early Intervention, CBHI services (In-home therapy, Intensive Care Coordination, Therapeutic Mentors, Family Partners, Community Service Agency)
- **MGH Chelsea – Mental Health, 4<sup>th</sup> Floor**  
151 Everett Avenue  
Chelsea, MA 02150  
(617) 889-8515  
Services include: Child Outpatient and School-Based Counseling, Child Psychiatry
- **Teen Connexions**  
14 Porter Street  
East Boston, MA 02128  
(617) 912-7511  
Services include: Outpatient Adolescent Substance Use Assessment and Treatment through school, clinic, and community-based support
- **South Bay Mental Health**  
70 Everett Avenue  
Chelsea, MA 02150  
Contact: Liz Richard (857) 217-3700 ext 428  
Services include: Home and school-based child and family treatment, CBHI services

### **Evaluation and Assessment: In case of psychiatric emergency:**

- **BEST (Boston Emergency Services Team)** at 1-800-981-HELP (4327) or go to your local emergency room.

### **Additional Outpatient Mental Health and Substance Use Services referred to by CPS staff:**

MGH: ARMS Program (Addiction Recovery Management Service)	Boston	617-643-4699
Harbor COV (Communities Overcoming Violence: focus on domestic violence)	Chelsea	617-884-9799
MGH Haven (Domestic Violence Services)	Chelsea	617-887-3513
Cambridge Eating Disorders Center (Adolescent/Adult Eating Disorders)	Cambridge	617-547-2255

Cambridge Health Alliance (Mental health services for children/families/adults)	Cambridge	617-665-3458
Bridge Over Troubled Waters (Services for homeless youth ages 18-24)	Boston	617-423-9575
Chelsea ASAP (through BayCove) (Substance Use, Anger Management, Batterer's Programs)	Chelsea	617-884-6829
Alateen (Substance Use Support Groups)	(variety of locations)	508-366-0556

**Hotline and Resource Numbers:**

Samarateens (Teen Suicide Prevention Hotline -- 24 hour assistance)	800-252-8336
Boston Area Rape Crisis Center (24 hour assistance)	800-841-8371
Sexual Assault Crisis Line	800-643-6250
Bridge Over Troubled Waters (ages 14-17)	800-RUN-AWAY
National Drug Abuse Hotline	800-327-5050
Domestic Violence Youth Hotline	617-773-HURT
SafeLink (Dating/Domestic Violence Shelters)	887-547-2255
Parental Stress Line (Confidential/Anonymous)	800-632-8188
Girls & Boys Town	800-448-3000
Outright Youth Support Line (LGBTQ)	800-452-2428



## **School Committee**

### **DRAFT Minutes of the Budget and Finance Subcommittee December 18, 2014**

The Budget and Finance Subcommittee met on Thursday, December 18, 2014 in the 3<sup>rd</sup> floor Conference Room, City Hall, 500 Broadway, Chelsea.

**Members Present:** Charles Klauder, Subcommittee Chair Lisa Lineweaver  
**Also:** Executive Director of Administration & Finance Gerry McCue, Barbara Martin

**Call to Order:** The meeting was called to order at 6:30 p.m.

**Review of Budget Transfers:** The Committee reviewed the budget transfer requests for the current period.

#### **New Business: Review of Grants**

The subcommittee reviewed the details of several private pass-through grants totaling \$140,000 received through the Chelsea Educational Foundation from the Hyams Foundation, Mifflin Foundation, Bank New York Mellon for the REACH program's expenses, as well as \$4,575 raised from the REACH bike-a-thon. The subcommittee further reviewed a private "Verizon Innovate Learning Award" \$20,000 grant from the Verizon Foundation to support the Chelsea Online Learning Network as a means to support teachers' use of technology to engage students in STEM education. Finally, the subcommittee reviewed a federal pass-through grant through the state Department of Elementary and Secondary Education for \$9,720 to help teacher teams make effective use of the state-developed Model Curriculum Units. MA General Laws Chapter 71, Section 37A provides for the acceptance of grants for educational purposes only with the approval of the Chelsea School Committee.

#### **Contract Extension for Power Options**

Mr. McCue presented for consideration a request to extend the current contract with Power Options for an additional twelve months for a total contract period of four years. Power Options is a 500-member nonprofit purchasing consortium created by the state after electricity and natural gas supply markets were opened for competition, and the school department currently uses Power Options as the natural gas supplier to the district. The proposed contract extension, if approved, would allow the school department to lock in favorable rates through October 2019. The full School Committee must vote to authorize agreements over three years in duration.

#### **FY16 Budget Updates and Discussion**

Mr. McCue reported on recent activities undertaken at schools and the school department to prepare budget proposals. The subcommittee discussed streamlining the number and focus of school-site council sessions to ensure that they promote useful and timely multi-way communication between families, school staff, school committee, school department, and other stakeholders about the priorities to be reflected in the budget.

**Adjournment:** The meeting adjourned at 7:21 p.m. The subcommittee's next meeting will be held on January 22, 2015 at 6:00 p.m. in the third-floor conference room.

**TENTATIVE SETTLEMENT AGREEMENT**

**BETWEEN**

**AMERICAN FEDERATION OF STATE, COUNTY AND  
MUNICIPAL EMPLOYEES**

**AFL-CIO, STATE COUNCIL 93, LOCAL 708**

**SECURITY MONITORS  
AND**

**CHELSEA SCHOOL COMMITTEE**

**JULY 1, 2014 TO JUNE 30, 2015**

**January 5, 2015**

**Note:** All proposals are tentative and are made subject to agreement on a complete collective bargaining agreement, to ratification by A.F.S.C.M.E., Local 708 and to formal approval by the Chelsea School Committee and the City Manager.

**Funding Clause:** This agreement is subject to the appropriation of sufficient additional funds to implement the cost items under M.G.L. Chapter 150E.

**ARTICLE XIII – WAGES**

**Effective on July 1, 2014, increase wages as follows:**

**Security Monitor \$ .60/hr**

**For AFSCME Local 708**

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**For Chelsea School Committee**

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**TENTATIVE SETTLEMENT AGREEMENT**

**BETWEEN**

**AMERICAN FEDERATION OF STATE, COUNTY AND  
MUNICIPAL EMPLOYEES**

**AFL-CIO, STATE COUNCIL 93, LOCAL 708**

**FOOD SERVICE WORKERS**

**AND**

**CHELSEA SCHOOL COMMITTEE**

**JULY 1, 2014 TO JUNE 30, 2015**

**January 5, 2015**

**Note:** All proposals are tentative and are made subject to agreement on a complete collective bargaining agreement, to ratification by A.F.S.C.M.E., Local 708 and to formal approval by the Chelsea School Committee and the City Manager.

**Funding Clause:** This agreement is subject to the appropriation of sufficient additional funds to implement the cost items under M.G.L. Chapter 150E.

**ARTICLE XIII – WAGES**

Effective on July 1, 2014, increase wages as follows:

Assistant to Coo/Baker	\$ .50/hr
Senior Cook/Baker	\$ .60/hr
Food Service Manager	\$ .60/hr

**For AFSCME Local 708**

**For Chelsea School Committee**

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**TENTATIVE SETTLEMENT AGREEMENT**

**BETWEEN**

**AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES**

**AFL-CIO, STATE COUNCIL 93, LOCAL 708**

**CUSTODIAL AND MAINTENANCE WORKERS**

**AND**

**CHELSEA SCHOOL COMMITTEE**

**JULY 1, 2014 TO JUNE 30, 2015**

**January 5, 2015**

Note: All proposals are tentative and are made subject to agreement on a complete collective bargaining agreement, to ratification by A.F.S.C.M.E., Local 708 and to formal approval by the Chelsea School Committee and the City Manager.

Funding Clause: This agreement is subject to the appropriation of sufficient additional funds to implement the cost items under M.G.L. Chapter 150E.

**ARTICLE XIII - WAGES**

Effective on July 1, 2014, increase wages as follows:

Building Maintenance Person	\$ .70/hr
Senior Custodian	\$ .80/hr
Building Craftsman	\$ .80/hr
Head Custodian (per contractual formula)	

**For AFSCME Local 708**

**For Chelsea School Committee**

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**TENTATIVE SETTLEMENT AGREEMENT**  
**BETWEEN**  
**AMERICAN FEDERATION OF STATE, COUNTY AND**  
**MUNICIPAL EMPLOYEES**  
**AFL-CIO, STATE COUNCIL 93, LOCAL 708**  
**SECURITY MONITORS**  
**AND**  
**CHELSEA SCHOOL COMMITTEE**  
**JULY 1, 2015 TO JUNE 30, 2018**

**January 5, 2015**

Note: All proposals are tentative and are made subject to agreement on a complete collective bargaining agreement, to ratification by A.F.S.C.M.E., Local 708 and to formal approval by the Chelsea School Committee and the City Manager.

Funding Clause: This agreement is subject to the appropriation of sufficient additional funds to implement the cost items under M.G.L. Chapter 150E.

1. Duration: July 1, 2015 to June 30, 2018

**ARTICLE X – Grievance procedure**

Re-Write

Step 1. Grievances shall be reduced to writing by the Union and presented to the Principal or Supervisor within five (5) working days of the occurrence or failure of occurrence giving rise to the grievance. A copy of any grievance shall be filed with the Superintendent of Schools. The Principal or Supervisor (and the building principal, if appropriate) shall meet with the Steward or Union Representative within five (5) working days from the time the grievance is presented to him and he shall answer the grievance in writing within ten (10) working days after the meeting. Grievant(s) will sign the written grievance before it is presented to the Supervisor.

**ARTICLE XXVII – Wages**

Increase wages as follows:

July 1, 2016  
\$.30/hr

July 1, 2017  
\$.30/h

**Section 6. Increase CPR stipend to \$350**

**ARTICLE XIV – Longevity**

**Effective July 1 2015 Add \$25 to each payment level**

**ARTICLE XXIX – Step Advancement**

**Revise and Re-write**

An employee who has received the required evaluation rating shall advance to next higher step upon the annual anniversary date of hire.



**Advancement to Steps is based on evaluation rating of Satisfactory:  
qualifies for Step 2-3 Advancement  
qualifies for Step 4 Advancement**

**ARTICLE XXX - Evaluation of Employees**

Re-Write and add ratings:

Section 1. Performance evaluations shall be done annually and are to be completed by May 15<sup>th</sup> except for those employees who are evaluated on the anniversary date due to step advancement. Evaluations will be done by the Principal or Immediate Supervisor

Rating:

19 or greater will equal Satisfactory  
15 -18.5 will equal Needs Improvement  
14.5 or less will equal Unacceptable

**Housekeeping which will involve re-numbering of all Articles:**

MOVE ARTICLE XIII – WAGES to ARTICLE XXVIII

DELETE ARTICLE XXVIII – AWARDS FOR OUTSTANDING PERFORMANCE

**ARTICLE XXXV  
DURATION**

**Section 1.** This Agreement shall remain in full force and effect from July 1, 2015 until midnight, June 30, 2018 and shall then terminate unless extended by mutual consent of the parties.

\*\*\*Should there be a salary settlement agreement for the first year of the next teachers' contract (Fiscal Year 2018), the parties mutually agree to reopen Article XXVIII Wages and other related economic items.

**Section 2.** Should either party desire to negotiate a new collective bargaining agreement to succeed this Agreement upon its expiration, written notice shall be sent to the other party at any time on or after February 1, 2018. Upon receipt of such notice the parties shall make arrangements to begin negotiations within a reasonable time.

**For AFSCME Local 708**

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**For Chelsea School Committee**

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**TENTATIVE SETTLEMENT AGREEMENT**

**BETWEEN**

**AMERICAN FEDERATION OF STATE, COUNTY AND  
MUNICIPAL EMPLOYEES**

**AFL-CIO, STATE COUNCIL 93, LOCAL 708**

**FOOD SERVICE WORKERS**

**AND**

**CHELSEA SCHOOL COMMITTEE**

**JULY 1, 2015 TO JUNE 30, 2018**

**January 5, 2015**

Note: All proposals are tentative and are made subject to agreement on a complete collective bargaining agreement, to ratification by A.F.S.C.M.E., Local 708 and to formal approval by the Chelsea School Committee and the City Manager.

Funding Clause: This agreement is subject to the appropriation of sufficient additional funds to implement the cost items under M.G.L. Chapter 150E.

1. Duration: July 1, 2015 to June 30, 2018

**ARTICLE III – Union Security**

**Add Section 4.**

The employer agrees to deduct from the wages of any employee who is a member of the Union a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the employee and may be revoked by the employee at any time by giving written notice to both the employer and the Union. The employer agrees to remit any deductions made pursuant to this provision promptly to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

**ARTICLE IX – Reductions in Force**

**Section 3.** Change: Recall rights shall be maintained for twelve (12) months.

## **ARTICLE X – Grievance and Arbitration Procedures**

**Step 1.** Change: Grievances shall be reduced to writing by the Union and presented to the Director of Food Services within five (5) working days of the occurrence or failure of occurrence giving rise to the grievance. A copy of any grievance shall be filed with the Superintendent of Schools. The Director of Food Services (and the building principal, if appropriate) shall meet with the Steward or Union Representative within five (5) working days from the time the grievance is presented to him and he shall answer the grievance in writing within ten (10) working days after the meeting. Grievant(s) will sign the written grievance before it is presented to the Director of Food Services.

## **ARTICLE XII – Wages**

**Section 6.** CPR Training will be provided by employer at no charge for interested employee to obtain the certification.

## **ARTICLE XV – Clothing Allowance**

b. Change from 2 payments of \$325 to 1 payment of \$650 on the first pay period of the school year.

## **ARTICLE XIV – Longevity**

Effective July 1, 2015 Add \$25 to each payment level

## **ARTICLE XIX – Sick Leave**

Increase amount of buy back days to 135

**ARTICLE XII - Increase Serve Safe stipend to \$350**

## **ARTICLE XXVII - Miscellaneous Items**

Add Section 5.

All Food Service Managers and Senior Cooks will be required to participate in a minimum of a one-hour PLC (Professional Learning Community Meeting) and not to exceed 2.5 hours once per month during the work year. The meeting will be scheduled at the conclusion of the regular work day and will be compensated for 2.5 hours at the rate of time and one-half.

**Section 6.** A committee of 2 Union member and 2 Management staff will be established to develop professional development for the 2015-16 school year. A plan will be finalized prior to the beginning of the school year.

## **ARTICLE XXIX - Step Advancement**

### **Revise and Re-write**

An employee who has received the required evaluation rating shall advance to next higher step upon the annual anniversary date of hire.

**Advancement to Steps is based on evaluation rating of Satisfactory:**

**qualifies for Step 2-5 Advancement**

**qualifies for Step 6 Advancement**

**ARTICLE XXX - Evaluation of Employees**

Re-Write and add ratings:

Section 1. Performance evaluations shall be done annually and are to be completed by May 15<sup>th</sup> except for those employees who are evaluated on the anniversary date due to step advancement. Evaluations will be done by the Director of Food Service in consultation with the Food Services Manager for employees graded as Senior/Cook Baker and Assist to Cook/Baker. Food Services Managers will be evaluated by the Director of Food Service.

Rating:

- 18 or greater will equal Satisfactory
- 14 -17.5 will equal Needs Improvement
- 13.5 or less will equal Unacceptable

Housekeeping which will involve re-numbering of all Articles:

**DELETE ARTICLE XXVIII – AWARDS FOR OUTSTANDING PERFORMANCE**

**MOVE ARTICLE XIII – WAGES to ARTICLE XXVIII**

**ARTICLE XXVII – Wages**

	<u>July 1, 2016</u>	<u>July 1, 2017</u>
Assistant to Cook/Baker	\$.25/hr	\$.25/hr
Senior Cook/Baker	\$.25/hr	\$.25/hr
Food Service Manager	\$.30/hr	\$.30/hr

**ARTICLE XXXV - Duration**

**Section 1.** This Agreement shall remain in full force and effect from July 1, 2015 until midnight, June 30, 2018 and shall then terminate unless extended by mutual consent of the parties.

\*\*\*Should there be a salary settlement agreement for the first year of the next teachers' contract (Fiscal Year 2018), the parties mutually agree to reopen Article XXVIII Wages and other related economic items.

**Section 2.** Should either party desire to negotiate a new collective bargaining agreement to succeed this Agreement upon its expiration, written notice shall be sent to the other party at any time on or after February 1, 2018. Upon receipt of such notice the parties shall make arrangements to begin negotiations within a reasonable time.

**For AFSCME Local 708**

**For Chelsea School Committee**

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**TENTATIVE SETTLEMENT AGREEMENT**  
**BETWEEN**  
**AMERICAN FEDERATION OF STATE, COUNTY AND**  
**MUNICIPAL EMPLOYEES**  
**AFL-CIO, STATE COUNCIL 93, LOCAL 708**  
**CUSTODIAL AND MAINTENANCE WORKERS**  
**AND**  
**CHELSEA SCHOOL COMMITTEE**  
**JULY 1, 2015 TO JUNE 30, 2018**

**January 5, 2015**

**Note:** All proposals are tentative and are made subject to agreement on a complete collective bargaining agreement, to ratification by A.F.S.C.M.E., Local 708 and to formal approval by the Chelsea School Committee and the City Manager.

**Funding Clause:** This agreement is subject to the appropriation of sufficient additional funds to implement the cost items under M.G.L. Chapter 150E.

1. Duration: July 1, 2015 to June 30, 2018

**ARTICLE III – UNION SECURITY**

**Add Section 4.**

The employer agrees to deduct from the wages of any employee who is a member of the Union a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the employee and may be revoked by the employee at any time by giving written notice to both the employer and the Union. The employer agrees to remit any deductions made pursuant to this provision promptly to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

**ARTICLE VIII – VACANCIES**

**Section 3.** Delete last sentence: However, the bargaining unit applicant with the greatest seniority who is qualified for the position shall have preference for selection over an applicant from outside the unit.

**ARTICLE IV**

**Section 3.** Change: Recall rights shall be maintained for twelve (12) months.

**ARTICLE X**

**Step 1.** Grievances shall be reduced to writing by the Union and presented to the Director of Buildings and Grounds within five (5) working days of the occurrence or failure of occurrence giving rise to the grievance. A

copy of any grievance shall be filed with the Superintendent of Schools. The Director of Buildings and Grounds (and the building principal, if appropriate) shall meet with the Steward or Union Representative within five (5) working days from the time the grievance is presented to him and he shall answer the grievance in writing within ten (10) working days after the meeting. Grievant(s) will sign the written grievance before it is presented to the Director of Buildings and Grounds.

#### ARTICLE XIV – Longevity

Effective July 1, 2015 - Add \$25 to each payment level

#### ARTICLE XXVII – Miscellaneous Items

##### Section 5.

All Senior Building Custodians, Maintenance Craftsmen and Head Custodian will be required to participate in a PLC (Professional Learning Community ) Meeting once per month.

#### ARTICLE XXIX – Step Advancement

##### Revise and Re-write

An employee who has received the required evaluation rating shall advance to next higher step upon the annual anniversary date of hire.

Advancement to Steps is based on evaluation rating of Satisfactory:  
qualifies for Step 2-3 Advancement  
qualifies for Step 4 Advancement and Continuation on yearly basis

Re-Write and add ratings:

#### ARTICLE XXX – Evaluation of Employees

Section 1. Performance evaluations shall be done annually and are to be completed by May 15<sup>th</sup> except for those employees who are evaluated on the anniversary date due to step advancement. Building Maintenance Men and will be evaluated by the Director of Buildings Grounds in consultation with the Senior Custodian. Building Craftsmen will be evaluated by the Director of Buildings Grounds in consultation with the Head Custodian. The Senior Custodians and Head Custodian will be evaluated by the Director of Buildings and Grounds. The Director of Buildings and Grounds shall also consult with Principals for the evaluation of Senior Building Custodians and all day shift personnel.

##### Rating:

20 or greater will equal Satisfactory  
14 -19.5 will equal Needs Improvement  
13.5 or less will equal Unacceptable

Based on the results of the Employee Evaluation, Performance Awards will be awarded from a one and one-quarter (1.25) percent of base salary budget allocation and as follows:

##### Rating:

Satisfactory	25 and No 0's = Outstanding	1.5%
	20-24 = Satisfactory	1.0%

Section 2. Performance awards will be paid no later than June 30<sup>th</sup>. The awards will not be added to the base.

**Housekeeping which will involve re-numbering of all Articles:**

**DELETE ARTICLE XXVIII – AWARDS FOR OUTSTANDING PERFORMANCE**

**MOVE ARTICLE XIII – WAGES to ARTICLE XXVIII**

**ARTICLE XXVIII – WAGES**

	<u>July 1, 2016</u>	<u>July 1, 2017</u>
Building Maintenance Person	\$.35/hr	\$.35/hr
Senior Custodian	\$.45/hr	\$.45/hr
Building Craftsman	\$.40/hr	\$.40/hr
Head Custodian (per contractual formula)		

**ARTICLE XXXV - Duration**

**Section 1.** This Agreement shall remain in full force and effect from July 1, 2015 until midnight, June 30, 2018 and shall then terminate unless extended by mutual consent of the parties.

\*\*\*Should there be a salary settlement agreement for the first year of the next teachers' contract (Fiscal Year 2018), the parties mutually agree to reopen Article XXVIII Wages and other related economic items including a proposal review the position and stipend of Assistant to the Senior Custodian.

**Section 2.** Should either party desire to negotiate a new collective bargaining agreement to succeed this Agreement upon its expiration, written notice shall be sent to the other party at any time on or after February 1, 2018. Upon receipt of such notice the parties shall make arrangements to begin negotiations within a reasonable time.

**For AFSCME Local 708**

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**For Chelsea School Committee**

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