



School Committee

MINUTES OF THE CHELSEA SCHOOL
COMMITTEE MEETING
January 28, 2010

Approved February 25, 2010

The Chelsea School Committee met on Thursday, January 28, 2010, in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

Members Present: Chairman Lisa Lineweaver, Vice-Chairman Ed Ells, Rosemarie Carlisle, Michael Caulfield, Lucia Colon, Ramona Foster, Ana Hernandez, Morrie Seigal, and Melinda Alvarado-Vega. **Also Present:** School Superintendent Dr. Thomas S. Kingston, Deputy Superintendent Dr. Mary M. Bourque, Executive Director Administration & Finance Gerry McCue, Human Resources Director Tina Sullivan, and School Business Manager and Clerk to the School Committee Barbara Martin.

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

Pledge of Allegiance: Following the pledge of allegiance outgoing Chairman Rosemarie Carlisle spoke briefly, thanking the members for their support and noting she had a wonderful year taking care of the students of Chelsea.

School Committee Minutes: The minutes of the December 17, 2009, School Committee Meeting and the January 5, 2010, Organizational Meeting were unanimously approved.

Public Comment: None

Report of the Superintendent of Schools: Dr. Kingston called upon Browne Middle School Principal Debra McElroy to report on the Extended Learning Time Program (ELT). Principal McElroy introduced Assistant Principal Kevin Griffin and ELT Coordinator Todd Whitcomb. A copy of the presentation is attached and forms a part of these minutes. Questions and discussion ensued.

Student Achievement: Dr. Kingston called upon Dr. Bourque to report on Student Achievement. Dr. Bourque updated the Committee on the Nine Indicators of Success. A copy of the report is attached and forms a part of these minutes. Questions and discussion ensued.

Next, Dr. Bourque discussed a report on the Median Student Growth Percentile for students in the twenty-four designated urban districts which includes Chelsea. A copy of

the presentation is attached and forms a part of these minutes. Questions and discussion ensued.

Personnel Report: Dr. Kingston commended the personnel report to the record.

Enrollment Report: Dr. Kingston commended the Enrollment Report to the record. As of January 21, 2010, the district-wide enrollment was 5,770 students, including 117 students in out-of-district placements. The district also has 4 Chapter 768 students; these students are not counted as a Chelsea student for enrollment purposes. .

Miscellaneous: Dr. Kingston updated the Committee on the H1N1 Flu Program. The last school based clinic will be held at Chelsea High School on February 4, 2010. Dr. Kingston also noted that additional public clinics will be held during the month of February at the Health Department Office.

Next, Dr. Kingston reminded student and parents that the winter break runs from February 15th to February 19th.

Dr. Kingston also noted that the School Committee Mid-Year Retreat was held on Saturday, January 23, 2010. Members discussed the needs of the district for the remainder of this year as well as school and district improvement plans for the 2010-2011 school year.

Dr. Kingston reported on the use of school property by the Boston Amateur Basketball Club. He is obliged to notify the Committee whenever he waives user fees. The request was approved after considering that a portion of the proceeds are used to provide scholarships for students graduating from Chelsea High School.

New Business:

- Ms. Colon, Chairman of the Budget & Finance Subcommittee moved to accept a Chelsea Cultural Council Grant in the amount of \$1,100.00 for the Sokolowski Elementary School.

Chairman Lineweaver called for a roll call vote.

1	Rosemarie Carlisle	Y
2	Ramona Foster	Y
3	Morrie Seigal	Y
4	Michael Caulfield	Y
5	Lisa Lineweaver	Y
6	Lucia Colon	Y
7	Melinda Alvarado-Vega	Y
8	Ana Hernandez	Y
9	Edward Ells	Y

On a roll call vote the motion was unanimously approved

- Ms. Colon moved to accept a Chelsea Cultural Council Grant in the amount of \$875.00 for the Sokolowski Elementary School.

Chairman Lineweaver called for a roll call vote.

1	Rosemarie Carlisle	Y
2	Ramona Foster	Y
3	Morrie Seigal	Y
4	Michael Caulfield	Y
5	Lisa Lineweaver	Y
6	Lucia Colon	Y
7	Melinda Alvarado-Vega	Y
8	Ana Hernandez	Y
9	Edward Ells	Y

On a roll call vote the motion was unanimously approved

- Mrs. Carlisle moved to express congratulations to all staff for the commendable implementation of the Early Reading First Program at the John Silber Early Learning Center as described in the letter from Professor Judith Schickedanz dated January 12, 2010.

On a voice vote the motion was unanimously approved.

- Mr. Caulfield moved to endorse the Memorandum of Understanding for participation by the Chelsea Public Schools in the state's application for special "Race to the Top" funding under the American Recovery and Reinvestment Act of 2009.

Chairman Lineweaver called for a roll call vote.

1	Rosemarie Carlisle	Y
2	Ramona Foster	Y
3	Morrie Seigal	Y
4	Michael Caulfield	Y
5	Lisa Lineweaver	Y
6	Lucia Colon	Y
7	Melinda Alvarado-Vega	Y
8	Ana Hernandez	Y
9	Edward Ells	Y

On a roll call vote the motion was unanimously approved

Communications:

- Accepted and filed a letter from City Manager Jay Ash on Governor Patrick's visit to Chelsea.
- Accepted and filed a letter from Massachusetts Interscholastic Athletic Association, Inc.

Committee Reports:

- **Budget & Finance:** Ms. Colon reported that the subcommittee met on December 17, 2009. A copy of the report is included and forms a part of these minutes.
- **Curriculum & Instruction:** Ms. Foster reported that the subcommittee met on December 10, 2009, for a special meeting to review and approve the School Improvement Plans (SIP) and the District Improvement Plans (DIP), as well as a home school petition. Under a suspension of the rules these items were voted on at the December 17, 2009 meeting. Ms. Foster also reported that the subcommittee met on December 17, 2010. A copy of the report is included and forms a part of these minutes.
- Student Representative Karla Hernandez reported that seniors were unhappy about the lack elective choices for the second semester. Ms. Hernandez also voiced concern about the changes in guidance counselors. Dr. Kingston explained that the seniors were assigned the counselor with the most expertise in college admissions applications.

Announcements:

- Mr. Ells welcomed Ms. Kathleen Bishop as the new City Council Delegate to the Chelsea School Committee.
- Ms. Lineweaver donated the Book of the Month for December, *Speeches: the stories and transcripts of the moments that made history*, introduced by *Simon Sebag Montifiore*, to a student at Chelsea High School.

11. Adjournment: The meeting adjourned at 8:10 p.m.

Recorded by

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

School Committee Report on ELT

January 28, 2010

1. Class schedule for 2009-2010
2. Reasons for changes in schedule:
 - a. Teacher input – longer class periods
 - b. Need to align with other middle schools for teacher PD
3. Enrichment Classes for 2009-2010
4. Use of Enrichment classes for Tier-3 intervention
5. The effect of ELT on 2009 MCAS scores
 - a. Math
 - b. ELA
6. Use of community partners
7. Mass2020 and DESE support
 - a. Focus on Results
 - b. School-wide academic focus
 - c. Consultant
8. Performance Agreement with DESE
9. Future plans

3rd Quarter ELT Electives

DRAMA for ELL students
5TH Math Intervention
7TH Math Intervention
8 Math Intervention
5TH Book Club
ELL Book Club
Literary Magazine
French
Girls' Reading Group
Rock Band
Karate
School Newspaper
6TH Math Intervention
German
Web Design
Spanish
Guitar
Boys and Girls Club
Intermurals
Career Exploration
Adventure Mystery Literature
5th Grade Reading Intervention
7th Grade Ramp-Up Math
Sculpture/Painting
Dance
Latin American History
ELL Creative Writing
Nonfiction Book Club
The Stock Market
History through Literature & Film
6th Grade Book Club
5th Grade Reading Intervention
6th Grade Reading Intervention
7th Grade Reading Intervention
8th Grade Reading Intervention

READING/LANGUAGE ARTS

Percentage of Students Who are Proficient and Above

Year	Gr. 3	Gr. 4	Gr. 5	Gr. 6	Gr. 7	Gr. 8	Gr. 9	Gr. 10
2002								
2003								
2004								
2005					35			
2006			19	39	34	41		
2007			39	21	42	34		
2008			20	46	36	50		
2009			28	40	57	53		

Math

Pre - ELT

Browne Middle School

Continuous Enrollment 06-08

# Proficient	42	% Proficient	27.3	Total Students	154
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All students 06-08

# Proficient	110	% Proficient	29.1	Total Students	378	Diff	-1.8
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Year 1 ELT

Browne Middle School

Continuous Enrollment 07-09

# Proficient	47	% Proficient	31.5	Total Students	149
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All students 07-09

# Proficient	106	% Proficient	26.8	Total Students	396	Diff	4.8
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gain of 5 4.2% increase

loss of 4 2.3% decrease

**Massachusetts Expanded Learning Time (ELT)
Performance Agreement Template**

Name of ELT School: Joseph A. Browne School

**I. USING EXPANDED TIME TO
IMPROVE ACADEMIC OUTCOMES**

Goal: Our school will use additional time to accelerate student learning in core academic subjects by making meaningful improvements to the quality of instruction in support of school-wide achievement goals (Expectation II)

Objective 1: All students will make strong continual progress toward proficiency and excellence in reading and writing

Measure 1 (MCAS):

85% of all 7th and 8th grade students enrolled in the Joseph Browne School since October 2009 will score proficient or above in the 2012 ELA MCAS.

Measure 2 (Internal):

90% of 7th and 8th grade students will score average or above (Stanine 4) on the Group Reading Assessment and Diagnostic Evaluation (GRADE) for the 2011 Fall administration.

Measure 3:

The achievement gap for LEP students will be no more than -10 CPI points on the 2012 ELA MCAS.

Objective 2: All students will make strong continual progress toward proficiency and excellence in mathematics.

Measure 1 (MCAS):

70% of all 7th and 8th grade students enrolled in the Joseph Browne School since October 2009 will score proficient or above in the 2012 Math MCAS.

Measure 2 (Internal):

Math quarterly exam scores will show continual progress of at least a 5% improvement in average scores for each grade level as compared to the previous year's exam.

Measure 3:

The achievement gap of LEP students will be no more than -5 CPI points on the 2012 Math MCAS.

Objective 3: Special Education students will make strong continual progress toward proficiency and excellence in reading and math.

Measure 1:

The achievement gap for special education students will be no more than -7 CPI points on the 2012 ELA MCAS.

Measure 2:

The achievement gap for special education students will be no more than -6 CPI points on the 2012 math MCAS.

Measure 3:

By Spring 2012, at least 80% of special education students enrolled since October 2009 will have a Student Growth Percentile of 40 or above on the ELA MCAS.

2. USING EXPANDED TIME TO IMPROVE TEACHER LEADERSHIP & COLLABORATION

Goal: Our school will effectively use additional time to build a professional culture of teacher leadership and collaboration (e.g. designated collaborative planning time, on-site targeted professional development) focused on strengthening instructional practice and meeting school-wide achievement goals (Expectation IV)

Objective 1: Teacher teams meet regularly to discuss and analyze student work and data for the purpose of setting high standards, assessing student learning, and strengthening the use of school-wide instructional practices.

Measure 1:

Teacher teams will submit SMART goals to the Leadership Team by November 1st of each year.

Measure 2:

At least 50% of teacher administrative team meetings will focus on strengthening instructional practices as evidenced by team agendas and notes.

Objective 2: Leadership team supports a community where faculty, staff, and administrators regularly engage in professional development, and data-driven analysis and planning to improve student learning.

Measure 1:

Teacher teams will have common planning time of 52 minutes per day, and one administrative period of 52 minutes per week.

Measure 2:

The coaches, administrators, and/or coordinators will meet with teacher teams at least 3 times monthly to analyze quarterly exams and other relevant student assessments.

Objective 3: The Leadership Team supports a culture of collaboration and teacher leadership.

Measure 1:

At least 3 of the monthly faculty meetings will be coordinated with the other two middle schools to provide more targeted professional development and collaboration between the content teachers.

Measure 2:

Annually, a committee of teachers will be formed to survey staff interests and suggestions for school improvement, including the best use of instructional time.

3. USING EXPANDED TIME TO PROVIDE INTEGRATED ENRICHMENT OPPORTUNITIES

Goal: Our school will effectively use additional time (in core and/or specialty classes) to offer enrichment opportunities that connect to state standards, build student skills and interests, and deepen student engagement in school/learning in support of school-wide achievement goals (Expectation III)

Objective 1: Enrichment opportunities help to develop students' skills and talents, explore special interests, and perform/demonstrate/exhibit the products of their work.

Measure 1:

By 2012, 100% of enrichment classes will culminate in a final production or project (ie, performance, show, publication).

Measure 2:

Each quarter, student elective choices will include courses in the performing arts, visual arts, technology, languages, and athletics.

Objective 2: Management is in place to support the integration of enrichment providers (both teachers and partners) and ensure alignment with school's area of academic focus, culture, and operations.

Measure 1:

By Fall 2011, at least 80% of teachers will opt-in to teach enrichment courses.

Measure 2:

Every year, 100% of enrichment providers (or one designee from partner organizations) will participate in an orientation designed to provide training on our school-wide academic focus, instructional practices, and school policies and procedures.

Objective 3: The allocation of resources maximizes individual attention for all students in academic focus area and in non-academic student support such as counseling, advisory groups, and student engagement in school

Measure 1:

By 2011, 100% of students identified by the pupil support staff as being at-risk of academic failure due to social-emotional needs, will participate in psycho-educational groups.

Measure 2:

Students will have choice in their enrichment courses at least 50% of the time each year.

**MASSACHUSETTS EXPANDED LEARNING TIME
PERFORMANCE AGREEMENT APPROVALS**

For the Massachusetts Expanded Learning Time School:

ELT School Name:	Joseph A. Browne School
Principal Signature:	
Principal Printed Name:	Debra L. McElroy
Date:	

For the Massachusetts Expanded Learning Time District:

ELT District Name:	Chelsea
Superintendent Signature:	
Superintendent Printed Name:	Thomas Kingston
Date:	

For the Massachusetts Dept. of Elementary and Secondary Education:

Commissioner/Designee Signature:	
Commissioner/Designee Printed Name:	
Date:	

1. The district-wide daily student attendance rate will be 95%. 2010 Goal: 94.8%

	September		October		November		December		January		February		March		April		May		June	
	month	ytd	month	ytd	month	ytd	month	ytd	month	ytd	month	ytd	month	ytd	month	ytd	month	ytd	month	ytd
Grade 1	95.5%	95.5%	95.4%	95.5%	94.2%	95.1%	93.3%	94.7%												
Grade 2	96.7%	96.7%	96.1%	96.4%	95.6%	96.2%	94.3%	95.8%												
Grade 3	96.8%	96.8%	96.3%	96.5%	94.9%	96.1%	94.0%	95.6%												
Grade 4	96.8%	96.8%	96.8%	96.8%	96.3%	96.7%	94.7%	96.2%												
Grade 5	96.7%	96.7%	97.3%	97.0%	95.6%	96.6%	94.4%	96.2%												
Grade 6	95.6%	95.6%	96.6%	96.0%	96.0%	96.0%	93.6%	95.5%												
Grade 7	96.0%	96.0%	96.9%	96.4%	95.7%	96.2%	93.9%	95.7%												
Grade 8	96.3%	96.3%	96.0%	96.1%	95.3%	95.9%	93.4%	95.4%												
Grade 9	90.5%	90.5%	90.0%	90.4%	90.5%	90.4%	88.6%	90.1%												
Grade 10	91.7%	91.7%	91.7%	91.5%	89.1%	90.8%	88.0%	90.2%												
Grade 11	90.4%	90.4%	90.0%	90.3%	88.5%	89.8%	87.2%	89.2%												
Grade 12	92.2%	92.2%	91.1%	91.8%	87.9%	90.8%	86.2%	89.8%												
Post-Graduate	93.1%	93.1%	89.9%	91.6%	96.8%	90.3%	85.0%	89.2%												
Kindergarten	95.4%	95.4%	94.7%	95.0%	92.4%	94.3%	91.3%	93.6%												
Grade PreK	94.7%	94.7%	94.8%	94.7%	93.7%	94.4%	91.4%	93.7%												
District Total	94.9%	94.9%	94.7%	94.8%	93.5%	94.5%	92.0%	93.9%												

2. The Chelsea High School senior class graduation rate will be 90%. 2010 Goal 89%

Current Senior Class	251																			
Seniors with Full CD	92	37%																		
ELA & Math	1	0%																		
ELA & Science	20	8%																		
ELA only	2	1%																		
Math & Science	18	7%																		
Math only	1	0%																		
Science only	56	22%																		
No data	61	24%																		
This data needs to be updated for Seniors who have transferred in and Seniors who have passes the most recent EPP test.																				
ELA and Math MCAS retest scheduled for March. Biology retest scheduled for February and April. A June retest in all sciences is tentatively scheduled for April.																				
Any Senior who has never taken MCAS (new to the state) is also able to take the regular MCAS Grade 10 test in March.																				
All students without full CD are on EPP plans. An EPP test will be available for these students sometime after the March retest.																				
After Quarter 2 grades have been posted we will update with Seniors passing core subjects.																				

DESIGNATED URBAN DISTRICTS (24)

MEDIAN STUDENT GROWTH PERCENTILE, ALL GRADES

Based on 2009 MCAS

>40 = below average

40 to 60 = average growth

<60 = above average

	<u>English Language Arts</u>	<u>Mathematics</u>
Boston	46.0	47.0
Brockton	53.0	43.0
Cambridge	51.0	48.0
Chelsea	49.0	40.0
Chicopee	44.0	46.0
Everett	49.0	46.0
Fall River	42.0	44.0
Fitchburg	36.0	35.0
Framingham	50.0	50.0
Haverhill	45.0	45.0
Holyoke	40.5	44.0
Lawrence	47.0	44.0
Leominster	45.0	52.0
Lowell	49.0	55.0
Lynn	41.0	38.0
Malden	54.0	51.0
New Bedford	37.0	40.0

DESIGNATED URBAN DISTRICTS (24)

MEDIAN STUDENT GROWTH PERCENTILE, ALL GRADES

Based on 2009 MCAS

>40 = below average

40 to 60 = average growth

<60 = above average

	<u>English Language Arts</u>	<u>Mathematics</u>
Pittsfield	46.0	53.0
Quincy	55.0	54.0
Revere	51.0	45.0
Somerville	42.0	43.0
Springfield	41.0	38.0
Taunton	50.0	44.0
Worcester	55.0	54.0

Summary

- 8 of the urban districts have a better student growth rate for English Language Arts than does Chelsea.
- 12 of the urban districts have a poorer student growth rate for English Language Arts than does Chelsea.
- 3 of the urban districts have the same student growth rate for English Language Arts as does Chelsea.

- 19 of the urban districts have a better student growth rate for mathematics than does Chelsea.
- 1 other urban district has the same student growth rate for mathematics as does Chelsea.
- 3 of the urban districts have a poorer student growth rate for mathematics than does Chelsea.

**Budget and Finance
Sub-Committee Meeting Minutes
Thursday, December 17, 2009
6:00 p.m.**

In Attendance: Lisa Lineweaver, Michael Caulfield, Ramona Foster, Gerry McCue, and Barbara Martin

Barbara Martin presented her report on budget transfer requests from November-December 2009.

Gerry McCue discussed the proposed new walking routes to Mary C. Burke Complex. At the request of the committee Mr. McCue will contact the MBTA to review a possible adjustment to Route 112. He will also speak with the transportation company about the possibility of afternoon only runs.

Barbara Martin informed the committee that the district was recently approved for a technology grant in the amount of \$128,918.00 to improve student achievement through the use of technology in both the elementary and secondary schools. The committee voted to recommend approval.

The committee reviewed the settlement agreement between the Chelsea Administrators' Association and the Chelsea School Committee.

The meeting adjourned at 6:50 p. m.

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Chelsea School Committee
Subcommittee for Curriculum and Instruction
Thursday, December 17, 2009
5:30p.m.

Meeting Notes

In attendance: Ramona Foster, Subcommittee Chair; Melinda Vega, Subcommittee member; Mary Bourque, Deputy Superintendent; Lisa Lineweaver, School Committee member; Joseph Mullaney, Chelsea High School Principal.

5:30pm – Call to order

- 1. Chelsea High School Online and Virtual High School (VHS) - Presentation**
Principal Mullaney presented to the subcommittee a handout outlining the district's participation in the Virtual High School (VHS) online learning program. VHS is a local organization that offers – to member VHS schools - full semester courses in the Arts, Foreign Language, Language Arts, Life Skills, Math, Science, Social Studies, Technology and Advanced Placement. Currently, the high school librarian serves as the local site coordinator and oversees the approximately 20-25 students per semester, participating in VHS courses this school year. One CHS teacher is currently a VHS teacher at the high school.

Mr. Mullaney further explained that the district's participation in the program is currently in the third year, and was initially intended as a credit recovery option for seniors who were short of obtaining the required graduation credits. By successfully completing a VHS course offering the following fall, these students would then be eligible to receive their Chelsea High School diploma.

Mr. Mullaney also expressed that due to the steady increase in student interest, additional efforts are being planned in order to promote VHS course offerings, specifically to parents/guardians, and to recruit eligible juniors to participate. Ms. Foster suggested, and the subcommittee agreed, that targeting each of the School Site Councils - made up entirely of parents/guardians of students in the Chelsea Public Schools - could be a starting point. Mr. Mullaney indicated that he will present the VHS program overview to the CHS School Site Council at the January meeting and seek their input. The subcommittee expressed appreciation to Mr. Mullaney, and agreed that additional updates will be provided as necessary.

- 2. Reorganization of Deputy Superintendent's Department – Update**

The subcommittee followed up on a previous discussion on district's efforts to reorganize the Curriculum, Instruction, and Assessment Department in Chelsea Public Schools. Dr. Bourque explained to the subcommittee the current status of the changes to be implemented, which includes expanding all coordinator positions to a K-12 model. The discussion included a review of the proposed organization chart and planned action steps through school year 2010-2011. Questions and answered ensued. Dr. Bourque indicated that any additional edits to the reorganization plan will be brought to the subcommittee, as appropriate.

Chelsea School Committee
Subcommittee for Curriculum and Instruction
SPECIAL MEETING
Thursday, December 10, 2009
5:30p.m.

Meeting Notes

In attendance: Ramona Foster, Subcommittee Chair; Melinda Vega, Subcommittee member; Mary Bourque, Deputy Superintendent.

5:30pm – Call to order

1. Chelsea Public Schools Individual School and District-wide Improvement Plans – Presentation and Discussion

Dr. Bourque presented to the subcommittee the Individual School Improvement Plans for each school in the district, as well as the District-wide School Improvement Plan, in compliance with the requirements of the Massachusetts Education Reform Act of 1993. The District Improvement Plan outlines the focus, direction, and priorities of the Chelsea Public Schools over the next three years, while the School Improvement Plans is a three-year plan that addresses each individual school's overarching goals and areas of identified student improvement needs.

Dr. Bourque explained that the School and District Improvement Plans were developed through a collaborative effort of Chelsea Public Schools Leadership Teams, faculty, community members and School Site Councils, which is comprised of teachers, administrators, parents/guardians, and a community member.

After careful review and a question and answer session, the subcommittee agreed to recommend the School and District Improvement Plans for a vote of the full Chelsea School Committee for final approval.

2. Home School Petition – Peffer Family

Dr. Bourque explained to the subcommittee that the district recently received a new home school petition by Mr. and Mrs. Robert Peffer on behalf of their two children, in grade 5 and grade 7 for the remainder of the 2009-2010 school year. Questions and answered ensued. Following discussion and a careful review of the documentation submitted by Mr. and Mrs. Peffer to the Office of the Superintendent, the subcommittee endorsed the homeschooling petition, and agreed with Dr. Bourque that the application and attached documentation submitted met the state's required four approval factors, and recommended a vote of the full Chelsea School Committee for final approval.

6:05pm – Meeting adjourned

3. Request of Translation Services at School Committee Meetings

Ms. Vega-Alvarado initiated a discussion brought to her attention by her constituents. Ms. Vega-Alvarado explained that several local citizens expressed an interest in attending some of the full school committee meetings; however the citizens were unsure how to go about requesting the language assistance. The subcommittee discussed the possibility of making translation services available during the school committee meetings and agreed that the Policy and Procedures subcommittee may be the most appropriate group to initiate this topic. Although, further discussion will be brought to the Curriculum and Instruction subcommittee, as appropriate. Ms. Vega-Alvarado agreed to follow-up with both Superintendent Kingston and the Policy and Procedures subcommittee.

6:15pm - Meeting adjourned

Next Meeting

Thursday, January 28, 2010 (5:30 p.m.)