



## School Committee

### MINUTES OF THE CHELSEA SCHOOL COMMITTEE MEETING

November 17, 2011

Approved December 15, 2011

The Chelsea School Committee met on Thursday, November 17, 2011, in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

**Members Present:** Chairman Ed Ells, Vice-Chairman, Rosemarie Carlisle, Lucia Colon, Ramona Foster, Lisa Lineweaver, Morrie Seigal, Melinda Alvarado Vega and Jeannette Velez.

**Also Present:** School Superintendent Dr. Mary M. Bourque, Human Resource Director Tina Sullivan, Assistant Superintendent Linda Breau, Assistant Superintendent David Weinberg, City Council Designate Deborah Washington, City Manager Jay Ash, Student Representative Joshua Alvers and School Business Manager and Clerk to the School Committee Barbara Martin.

**Absent:** Ana Hernandez

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

Minutes of the October 27, 2011 meeting were approved.

Prior to the start of the Public Comment portion of the meeting, Dr. Bourque announced that the Committee, on a monthly basis would recognize staff and students for their outstanding accomplishments. Tonight's recipients are as follows:

1. Drama Club Advisors  
Amy Czarnowski  
Carol Resnek  
Ronald Whitehead
2. Leaders of the Bullying Summit  
Dusanka Cvjetan  
Angel Loza  
Leila Romero Solis  
Luis Santos

3. Girls Soccer Team

Elsa Nunez	Loren Ramos
Jessica Arbaiza	Sara Bourouis
Zuleima Castillo	Cindy Cruz
Deisi Gonzalez	Jazmin Granadeno
Alex Gutierrez	Alondra Hinojosa
Dzenana Karajic	Cinthia Lopez
Isabel Martinez	Jennifer Medrano
Delmy Mejia	Fernanda Moraes
Natalie Pacas	Karen Perea
Francis Teruel	Katherine Velasquez
COACHES:	
Kim Huffer	Amy Loomis

**Public Comment:** Chelsea High School Student Christina Fernandez thanked Dr. Bourque and Committee member Lisa Lineweaver for attending a meeting to discuss bullying.

Chelsea High School Student and Interact member Monica Lyons discussed the recycling program and asked the Committee to consider recycling bottles and cans in addition to the paper products that are being recycled presently.

After a one minute recess the Committee reconvened and under suspension of the rules proceeded to new business.

Mr. Seigal moved to enter into a collective bargaining agreement covering the period July 1, 2011 through June, 30 2014 between the Chelsea School Committee and the Chelsea Teachers Union Paraprofessional Unit subject to appropriation by the City Council. Questions and discussion ensued.

Chairman Ells called for a roll call vote.

1	Edward Ells	Y
2	Jeannette Velez	Y
3	Ramona Foster	Y
4	Ana Hernandez	Absent
5	Rosemarie Carlisle	Y
6	Lucia Colon	Y
7	Melinda Alvarado-Vega	Y
8	Lisa Lineweaver	Y
9	Morrie Seigal	Y
10	Jay Ash	Y

Having nine votes in the affirmative and one absent, the motion was approved

Mr. Seigal moved to enter into a collective bargaining agreement covering the period July 1, 2011 through June, 30 2014 between the Chelsea School Committee and the Chelsea Teachers Union Clerical Unit subject to appropriation by the City Council.

Questions and discussion ensued.

**Superintendent's Report:** Dr Bourque called upon Assistant Superintendent Dave Weinberg to introduce Andrew O'Brien, Principal and Mary Ellen Carideo, Assistant Principal of the Wright Science and Technology Academy (WSTA). Due to technical issues they were unable to show the power point presentation. Principal O'Brien introduced student Tiana Jurisic who explained four new programs Ideas in Medicine, which includes a partnership with Tufts University, a girls group, a middle school soccer team and a model UN group. Next, Mr. O'Brien discussed the improvement in parent involvement and attendance at meetings, giving special thanks to Nancy Melendez-Giron. Lastly, he noted the school's involvement with Achievement Network, WSTA is one of twenty-eight schools in the network, which focuses on data assessment and coaching.

A copy of the presentation is attached and forms a part of these minutes.

Questions and discussion ensued.

**Student Achievement:** Dr. Bourque called upon Assistant Superintendent Linda Breau to report on student achievement. Mrs. Breau reviewed the District Benchmarks of Success. Noting the following:

- Indicator 1, attendance is at 95.3%.
- Indicator 2, up by six students. Several students have been accepted to Youth Build, a diploma granting program run by Cambridge Rindge and Latin.
- Indicator 10, student mobility is at 8.1% year to date

Questions and discussion ensued.

**Personnel Report:** Dr. Bourque commended the personnel report to the record. Noting there was one new hire.

**Enrollment Report:** Dr. Bourque commended the Enrollment Report to the record. As of November 16, 2011, the district-wide enrollment was 5,882 students, including 114 students in out-of-district placements. There are two Chapter 768 students that Chelsea Public Schools is financially responsible for through June, 2012.

**Old Business:** Mr. Seigal moved to approve the Superintendent's Incentive Plan for 2011-2012 Academic Year. A copy is attached and forms a part of these minutes. Questions and discussion ensued.

Chairman Ells called for a roll call vote.

1	Edward Ells	Y
2	Jeannette Velez	Y
3	Ramona Foster	Y
4	Ana Hernandez	Absent

5	Rosemarie Carlisle	Y
6	Lucia Colon	Y
7	Melinda Alvarado-Vega	Y
8	Lisa Lineweaver	Y
9	Morrie Seigal	Y

Having eight votes in the affirmative and one absent, the motion was approved

**New Business:**

- Mrs. Carlisle moved to approve the Records Management- Destruction of Students Records Policy. Questions and discussion ensued.  
The motion was tabled.
- Mrs. Carlisle moved to approve the Records Management- Archiving Electronic Records Policy. Questions and discussion ensued.  
On a voice vote the motion passed unanimously.
- Mrs. Carlisle moved to approve the Student Registration Policy  
Questions and discussion ensued.  
On a voice vote the motion passed unanimously.
- Mrs. Carlisle moved to approve the eCommunication-Social Media Policy.  
Questions and discussion ensued.  
On a voice vote the motion passed unanimously.
- Ms. Alvarado-Vega moved to approve the District Improvement Plan.  
Questions and discussion ensued.  
On a voice vote the motion passed unanimously
- Ms. Alvarado-Vega moved to approve the School Improvement Plans.  
Questions and discussion ensued.  
On a voice vote the motion passed unanimously
- Ms. Colon moved to approve the \$10.00 donation received for the new logo.  
Chairman Ells called for a roll call vote.

1	Edward Ells	Y
2	Jeannette Velez	Y
3	Ramona Foster	Y
4	Ana Hernandez	Absent
5	Rosemarie Carlisle	Y
6	Lucia Colon	Y
7	Melinda Alvarado-Vega	Y
8	Lisa Lineweaver	Y

9	Morrie Seigal	Y

Having eight votes in the affirmative and one absent, the motion was approved

**Committee Reports:**

- Human Resources – Mr. Ells reported that the subcommittee met on November 9, 2011. A copy of the report is attached and forms a part of these minutes.
- Curriculum & Instruction- Ms. Alvarado-Vega reported on the meeting of October 25, 2011. A copy of the report is attached and forms a part of these minutes.
- Policy & Procedures- Mrs. Carlisle reported that the subcommittee met on November 1, 2011. A copy of the report is attached and forms a part of these minutes.
- Student Representative Alvers reported on the success of both the boys and girls soccer teams. He also noted that the football team will be going to the playoffs for the first time in sixteen years. Mr. Alvers reported that the LPP group recently met with Representative Reinstein at the State House and also spoke to members of the Kiwanis Club.

**Announcements:**

- Dr. Bourque noted that the schools will be closed Wednesday-Friday for the Thanksgiving break.
- Dr. Bourque read a letter from Athletic Faculty Manager Frank DePatto reporting on the fall sports program. Four teams qualified for the MIAA playoffs.
- Dr Bourque thanked the Zonta Club for their donation of \$25.00 Demoulas Gift Cards to families in need.
- Ms. Lineweaver reported that she spent a day visiting classrooms at the Mary C Burke Complex and the Clark Ave Middle School and was impressed by the quality instruction and student involvement.
- Mr. Ells thanked Ms. Alvarado-Vega for her service to the Committee, noting that this was her last meeting.
- Ms. Foster reminded everyone of the CHS Hall of Fame inductions and also noted that Mr. Seigal will be honored by the Explorer Post 109.

**Adjournment:** The meeting adjourned at 8:35 p.m.

**Recorded by**

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

## Policies & Procedures Sub Committee Meeting

Tuesday, November 1, 2011

**Attendance:** Mary Bourque, Rosemarie Carlisle, Edward Ells, Gery McCue, Jeanette Velez & Gaby Ramos.

Meeting called to order at 6:10pm

Mary Bourque mentioned that the Superintendents rubric evaluation tool would be available at all subcommittee meetings.

Four policies were reviewed and will be presented at the next School Committee Meeting on November 17, 2011.

First policy reviewed - **Student Registration, Minimum and Maximum ages**

In accordance with the state the Maximum age will be 22yrs. At registration each individuals needs will be assessed to place them appropriately. Other programs could be more beneficial such as GED, ABE & ILP. Unfortunately there isn't much space available for this programs and this would help with the City's dropout rate.

Second policy reviewed – **Records Management, Archiving Electronic Records**

Administrators are required to print out any emails that can be used for legal actions, investigations, or disputes and need to be retained for 7 years.

Third policy reviewed – **Records Management, Destruction of Student Records.**

A temporary record would be saved for 7 years and transcripts for 60yrs. Graduation seniors will be notified by mail about the date of their records being destroyed.

Fourth policy reviewed – **eCommunication, Social Media**

Facebook page has been developed and overlooked by lawyers. Filters and censorship have been set up. Any abuse will be reported to the Superintendent's office. Still waiting to see who

will monitor the page. Facebook would be used to promote all school activities throughout the district.

**Meeting Adjourn at 7:15pm**

**Chelsea School Committee**  
**Subcommittee for Curriculum and Instruction**  
**Tuesday, October 25, 2011**  
**5:30 p.m.- 6:20 p.m.**

**Meeting Minutes**

In attendance: Assistant Superintendents Linda Breau and David Weinberg, School Committee members: Ramona Foster, and myself Melinda Alvarado-Vega

**Objectives:**

1. The team will discuss the benefits of a common thread topic calendar, review what has been done so far and decide on whether to follow through.
2. The team will decide on an action plan for electronic School Committee approved policies relative to C&I.
3. The team will review the programs in place for students beyond PC.
4. The team will brainstorm ways to publicly recognize teachers and students and decide on an action plan.

**Ice Breaker**

**Update on common tread topic calendar**

- Together we reviewed the common thread topic calendar which describes approximately what the full school committee should be reviewing and working on according to what month we are in as well as a break-down of what each subcommittee should be reviewing and working on separately.

**Electronic School Committee approved policies relative to Curriculum and Instruction.**

- We discussed the importance of reviewing all policies that have been approved and that the data should be put in an electronic user friendly format. We believe that this would be a great help along with an orientation to new School Committee members.
- We suggested that maybe this can be a project for an intern to take on.

**Gifted and Talented/High Performing Beyond Project Challenge**

- Ramona asked whether we are meeting the needs of all students.
- Together we discussed a new program named Understanding by Design which is a new style of teaching that focuses on the student not only understanding the context but also applying it. It's real learning through applied learning.

**Follow-up on Discussion on Teacher/ Student recognition**

- We discussed on making a motion to have a build-in place on the monthly School Committee Meetings to recognize students and teachers of the Chelsea Public School for their amazing work.
- We also brainstormed on how we can make this a full community wide effort. We discussed on how we can get local businesses, community based organizations and the local media involved.



## **Evaluation of the meeting**

Plus/Delta

The meeting adjourned at 6:20pm. The next meeting will be November 15<sup>th</sup> at 5:30pm.